



**St. Charles Parish**  
**Meeting Agenda**  
**Parish Council**  
**Agenda**

St. Charles Parish Courthouse  
15045 Highway 18  
P.O. Box 302  
Hahnville, LA 70057  
985-783-5000  
scpcouncil@st-charles-la.us  
<http://www.stcharlesparish-la.gov>

*Council Chairman Wendy Benedetto*  
*Councilmembers Carolyn K. Schexnaydre, Snookie Fauchaux,*  
*Terrell D. Wilson, Mary Tastet, Paul J. Hogan, Larry Cochran,*  
*Traci A. Fletcher, Julia Fisher-Perrier*

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<b>Monday, March 11, 2013</b>	<b>6:00 PM</b>	<b>Council Chambers, Courthouse</b>
	<b>Final</b>	

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**CALL TO ORDER**

**PRAYER**

**Bishop Otis Kenner**  
**Faith Praise & Deliverance Temple**

**PLEDGE**

**Bishop Otis Kenner**  
**Faith Praise & Deliverance Temple**

**APPROVAL OF MINUTES**

**Regular Meeting - February 18, 2013**

**SPECIAL BUSINESS (PROCLAMATIONS, CANVASS RETURNS, ETC.)**

- 1      **2013-0046**    ( 2/18/2013, Schexnaydre, Fauchaux, Wilson, Tastet, Benedetto, Hogan, Cochran, Fletcher, Fisher-Perrier )  
         In Memoriam: Mr. Gerald A. "Jerry" Spohrer  
         *Legislative History*  
         2/18/13      Parish Council      *Deferred*  
         File No. 2013-0046 was deferred until the March 11, 2013 Parish Council Meeting.
- 2      **2013-0067**    ( 3/11/2013, Schexnaydre, Fauchaux, Wilson, Tastet, Benedetto, Hogan, Cochran, Fletcher, Fisher-Perrier )  
         In Memoriam: Carolyn Harris Louviere
- 3      **2013-0077**    ( 3/11/2013, Schexnaydre )  
         In Recognition: Laura Graeber Sullivan, Girl Scout Silver Award

- 4      2013-0078    ( 3/11/2013, Schexnaydre )  
         In Recognition: Aisosa Namur Ogunbor, Girl Scout Silver Award
- 5      2013-0079    ( 3/11/2013, Schexnaydre )  
         In Recognition: Cassidy Anne Lewis, Girl Scout Silver Award
- 6      2013-0080    ( 3/11/2013, Schexnaydre )  
         In Recognition: Elaine Jessica Mitchell, Girl Scout Silver Award
- 7      2013-0081    ( 3/11/2013, Schexnaydre )  
         In Recognition: Lindsey Ann Rhodes, Girl Scout Silver Award
- 8      2013-0082    ( 3/11/2013, Schexnaydre )  
         In Recognition: Mignon Noelle Mauduit, Girl Scout Silver Award
- 9      2013-0083    ( 3/11/2013, Schexnaydre )  
         In Recognition: Coya L. Hurst, Girl Scout Silver Award
- 10     2013-0069    ( 3/11/2013, Tastet )  
         In Recognition: Seth Joseph Champagne, Eagle Scout
- 11     2013-0076    ( 3/11/2013, Fisher-Perrier )  
         In Recognition: Donovan Lee Hicks, Jr., Eagle Scout
- 12     2013-0066    ( 3/11/2013, Benedetto )  
         Proclamation: "Realtor® Appreciation Day"
- 13     2013-0071    ( 3/11/2013, Cochran )  
         Proclamation: American Red Cross Month in St. Charles Parish
- 14     2013-0068    ( 3/11/2013, St. Pierre, Jr. )  
         Proclamation: Trash Bash Cleanup and Recycling Awareness Day in St. Charles Parish

#### REPORTS (FINANCE AND ADMINISTRATIVE ACTIVITIES)

- 2013-0073    ( 3/11/2013, St. Pierre, Jr. )  
         Mr. Ross Gares, Plant Manager, Rain CII Carbon, LLC - Presentation of an \$8,000 Check for Parks & Recreation Grant
- 2013-0075    ( 3/11/2013 )  
         Workforce Investment Act (WIA)
- 2013-0074    ( 3/11/2013, St. Pierre, Jr. )  
         Parish President Remarks/Report

#### ORDINANCES/RESOLUTIONS INTRODUCED FOR PUBLICATION/PUBLIC HEARING

**Monday, March 25, 2013, 6:00 pm, Council Chambers, Courthouse, Hahnville**

- 15      2013-0070    ( 3/11/2013, St. Pierre, Jr., Department of Economic Development and Tourism )  
         An ordinance to approve and authorize the execution of a Cooperative Endeavor Agreement with the German Coast Farmers' Market to provide certain services to St. Charles Parish.

Legislative History:

3/11/13

Parish President

Introduced

**PLANNING AND ZONING PETITIONS****28      2013-0059    ( 2/18/2013, St. Pierre, Jr., Department of Planning & Zoning )**

An ordinance approving and authorizing a Home Occupation under the operation of Lawrence Grabert - "J.T's A/C & Heat" - a heating and air conditioning contractor - at 705 Magnolia Ridge Rd, Boutte.

Legislative History

12/26/12	Department of Planning & Zoning	Received/Assigned PH	
2/7/13	Department of Planning & Zoning	Recommended Approval	Planning Commission
2/7/13	Planning Commission	Recommended Approval	Parish Council
2/18/13	Parish President	Introduced	
2/18/13	Parish Council	Publish/Scheduled PH	

**34      2013-0060    ( 2/18/2013, St. Pierre, Jr., Department of Planning & Zoning )**

An ordinance approving and authorizing a Home Occupation under the operation of Robert Donald Meyer - "Louisiana Tree Company" - a licensed arborist- at 106 Judy Court, Montz.

Legislative History

1/3/13	Department of Planning & Zoning	Received/Assigned PH	
2/7/13	Department of Planning & Zoning	Recommended Approval	Planning Commission
2/7/13	Planning Commission	Recommended Approval	Parish Council
2/18/13	Parish President	Introduced	
2/18/13	Parish Council	Publish/Scheduled PH	

**40      2013-0061    ( 2/18/2013, St. Pierre, Jr., Department of Planning & Zoning )**

An ordinance approving and authorizing a Home Occupation under the operation of Wendy and Mark Abate - "Xtreme Inflatables, LLC" - space walk rentals- at 146 Dixie Dr., Des Allemands.

Legislative History

1/5/13	Department of Planning & Zoning	Received/Assigned PH	
2/7/13	Department of Planning & Zoning	Remnd'd Approval w/Stip.	Planning Commission
		Approval with the stipulation that no more than 2 inflatables are operated on the subject property one time.	
2/7/13	Planning Commission	Remnd'd Approval w/Stip.	Parish Council
		Approval with the stipulation that no more than 2 inflatables are operated on the subject property one time.	
2/18/13	Parish President	Introduced	
2/18/13	Parish Council	Publish/Scheduled PH	

**46      2013-0062    ( 2/18/2013, St. Pierre, Jr., Department of Planning & Zoning )**

An ordinance approving and authorizing a Home Occupation under the operation of Tina Berteau - "Studio 124" - a hair salon- at 124 Ducayet Drive, Destrehan.

Legislative History

12/26/12	Department of Planning & Zoning	Received/Assigned PH	
2/7/13	Department of Planning & Zoning	Remnd'd Approval w/Stip.	Planning Commission
		Approval with the stipulation that the business is in compliance with building codes.	

2/7/13 Planning Commission *Recomm'd Approval w/Stip. Parish Council*  
*Approval with the stipulation that the business is in compliance with building codes.*  
 2/18/13 Parish President *Introduced*  
 2/18/13 Parish Council *Publish/Scheduled PH*

53     **2013-0063**     ( 2/18/2013, St. Pierre, Jr., Department of Planning & Zoning )

An ordinance approving and authorizing a Home Occupation under the operation of Richard Dupont - "Doberman Security & Alarm Company, LLC" - a security and alarm company- at 81 Rosedown Drive, Destrehan.

Legislative History:

1/7/13 Department of Planning & Zoning *Received/Assigned PH*  
 2/7/13 Department of Planning & Zoning *Recommended Approval Planning Commission*  
 2/7/13 Planning Commission *Recommended Approval Parish Council*  
 2/18/13 Parish President *Introduced*  
 2/18/13 Parish Council *Publish/Scheduled PH*

## ORDINANCES SCHEDULED FOR PUBLIC HEARING (INTRODUCED AT PREVIOUS MEETING)

60     **2013-0042**     ( 2/18/2013, St. Pierre, Jr., Department of Public Works )

An ordinance to approve and authorize the execution of Amendment No. 3 to Ordinance No. 06-12-23, which approved a Professional Services Contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish to exercise the extension provision of said contract.

Legislative History:

2/18/13 Parish President *Introduced*  
 2/18/13 Parish Council *Publish/Scheduled PH*

76     **2013-0057**     ( 2/18/2013, Hogan )

An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article I. In General, Section 2-12. Procedures for the procurement of architects and engineers, by removing Sub-section (b).

Legislative History:

2/18/13 Council Member(s) *Introduced*  
 2/18/13 Parish Council *Publish/Scheduled PH*

77     **2013-0058**     ( 2/18/2013, Benedetto )

An ordinance of the Parish of St. Charles providing that the Code of Ordinances, Parish of St. Charles, be amended by revising Section 15-5, Motor Vehicles and Traffic, of said Code, to provide for the installation of "KEEP OFF MEDIAN" signs along the median of Ormond Boulevard, from Highway 61 (Airline Drive) to LA 48 (River Road) in Destrehan.

Legislative History:

2/18/13 Council Member(s) *Introduced*  
 2/18/13 Parish Council *Publish/Scheduled PH*

78      **2013-0064**    ( 2/18/2013, St. Pierre, Jr., Department of Finance )

An ordinance to amend the 2013 Consolidated Operating and Capital Budget to add revenues and associated expenses for Fund 001 - General Fund - District Court -Division C (001-400206), Planning and Zoning (001-400610), Coastal Zone Management (001-400611), General Government Buildings (001-400640), Retired Employees Group Insurance (001-400670), Emergency Operations Subsidiary (001-410711), Fund 105 - Road Lighting, Fund 113 - Recreation, Fund 310 - Westbank Hurricane Protection Levee, and Fund 313 LCDBG Public Facilities Construction Fund in the total amount of \$15,171,107 unexpended in 2012 for various projects and services.

Legislative History

2/18/13      Parish President      Introduced

2/18/13      Parish Council      Publish/Scheduled PH

102      **2013-0065**    ( 2/18/2013, St. Pierre, Jr., Department of Legal Services )

An ordinance to authorize the Parish President to make full and final settlement in the matter entitled J. CALDARERA & COMPANY, INC VS. ST CHARLES PARISH and ASHBRIIT, INC 29th Judicial District Court for the Parish of St. Charles, Number 67, 404, Division "D".

Legislative History

2/18/13      Parish President      Introduced

2/18/13      Parish Council      Publish/Scheduled PH

**RESOLUTIONS**103      **2013-0072**    ( 3/11/2013, St. Pierre, Jr., Department of Wastewater )

A resolution notifying the Louisiana Department of Environmental Quality that the St. Charles Parish Department of Wastewater has reviewed the Municipal Water Pollution Prevention Environmental Audit Report for LA0073521 AI43357 - Hahnville Wastewater Treatment Plant, and set forth the required action.

Legislative History

3/11/13      Parish President      Introduced

**APPOINTMENTS****2013-0044**    ( 2/18/2013 )

A resolution to appoint a member to the Library Service District Board of Control.

*Council Chairman will accept nominations to fill the vacancy created by the expiration of the term of Ms. Ingrid Adams. Five (5) year term to begin April 1, 2013 and expire April 1, 2018.*

Legislative History

1/10/11      Parish Council      Enacted Legislation

*Ms. Ingrid Adams appointed to the Library Service District Board of Control on January 10, 2011, per Resolution No. 5801*

*Term: January 10, 2011 - April 1, 2013*

2/18/13      Parish Council      Vacancy Announced

**SPECIAL MATTERS TO BE CONSIDERED BY COUNCIL****2013-0055**    ( 3/11/2013, Benedetto )

Executive Session: Mayor Mitchell J. Landrieu vs. St. Charles Parish Council, Et Al; Civil District Court for the Parish of Orleans, Case Number 2012-08721

Legislative History

2/18/13	Parish Council	Motion	Pass
to go into Executive Session			
2/18/13	Parish Council	Heard in Executive Session	
2/18/13	Parish Council	Motion	Pass
to return to the regular order of the agenda			

## MEETINGS, ANNOUNCEMENTS, NOTICES, ETC.

### MEETINGS

CIVIL SERVICE BOARD: Tuesday, 3/12/13, 6:30PM, Council Chambers  
COMMUNITY ACTION ADVISORY BOARD: Wednesday, 3/13/13, 7PM, Council Chambers  
SUNSET DRAINAGE DISTRICT: Thursday, 3/14/13, 7PM, Council Chambers  
LIBRARY BOARD: Tuesday, 3/19/13, 6PM, Council Chambers  
ZONING BOARD OF ADJUSTMENT: Thursday, 3/21/13, 7PM Council Chambers

### Accommodations for Disabled

St. Charles Parish will upon request and with three (3) days advanced notice provide reasonable accommodation to any disabled individual wishing to attend the meeting. Anyone requiring reasonable accommodation is requested to contact the Office of the Council Secretary at (985) 783-5000 to discuss the particular accommodations needed.

# The Parish of St. Charles

## IN MEMORIAM

WHEREAS, Mr. Gerald A. "Jerry" Spohrer worked tirelessly for many decades to improve the protection of lives and property in South Louisiana by serving as a leader in several agencies focused on coastal flood management; and,

WHEREAS, Mr. Spohrer served as the Executive Director of the West Jefferson Levee District for more than 18 years and then managed the Southeast Louisiana Flood Protection Authority - West and assisted in the reorganization of the New Orleans-area levee districts following Hurricane Katrina; and,

WHEREAS, prior to Mr. Spohrer leading the West Jefferson Levee District, the hurricane protection system was in its infancy and consisted of little more than a few low earthen levees. It was not until he became the West Jefferson Levee District's director that flood protection on the West Bank finally began to come into its own; and,

WHEREAS, under Mr. Spohrer's leadership, active construction began on the system. It initially ran from the west side of the Harvey Canal to Bayou Segnette State Park in Westwego. He oversaw its growth into what became the West Bank and Vicinity Hurricane Protection Project, which expanded westward to include Lake Cataouatche and parts of St. Charles Parish and eastward to include the east side of the Harvey Canal, Algiers, and parts of Plaquemines Parish; and,

WHEREAS, in 2010, Mr. Spohrer served as Special Assistant to the President and provided leadership and guidance on the planning and construction projects of the new authority; and,

WHEREAS, Mr. Spohrer passed away on December 24, 2012 and will always be remembered for his many contributions to the Southeast Louisiana Flood Protection Authority, its member levee districts and the people of the West Bank of Jefferson, Orleans, Plaquemines, and St. Charles Parishes; and,

WHEREAS, Mr. Spohrer always considered the lives and property of the residents of St. Charles Parish while planning and increasing the protection afforded by the West Bank and Vicinity Project.

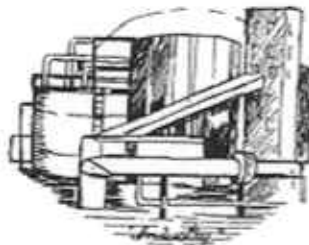
NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, duly assembled on this 11<sup>th</sup> day of March, 2013, do hereby express our sincere sympathy to the family of

### GERALD A. "JERRY" SPOHRER

December 21, 1945 - December 24, 2012

MAY HE REST IN PEACE

"PARISH OF TWENTY"  
created in 1807 from the country of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
on both sides of the  
Mighty Mississippi River.



V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

MARY TASTET  
COUNCILWOMAN, DISTRICT II

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

LARRY COCHRAN  
COUNCILMAN, DISTRICT V

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII



# The Parish of St. Charles

## IN MEMORIAM

WHEREAS, on August 29, 2012, Almighty God, in His Infinite Wisdom, saw fit to call from amongst us one of His most worthy servants, Carolyn Harris Louviere; and,

WHEREAS, Carolyn, the daughter of the late Rockwell F. Harris and Kathleen Randolph Harris, was born in Biloxi, Mississippi and moved to Luling, Louisiana in 1970; and,

WHEREAS, Carolyn, beloved mother of Robert "Bob", Steve, Laura, and the late Scott Louviere, and Grandmother to Donovan Morse, dedicated the last sixteen years of her life working for St. Charles Parish; and,

WHEREAS, Carolyn began working as a Public Servant as an employee of the 29<sup>th</sup> Judicial District Court with Judge Mary Ann Vial Lemmon; on January 10, 2000, she became the Executive Secretary for the then elect Parish President Albert D. Laque and remained in that capacity until January 14, 2008, where she then became R.S.V.P. Coordinator. She retired with the parish on June 6, 2012; and,

WHEREAS, although she fought a lengthy battle with cancer, Carolyn always had a positive attitude toward her illness. She held a constant smile and pleasant, loving, and caring personality; she never indicated to her fellow employers how sick she really was. She always found the good in everyone and was always willing to go above and beyond to help others. She will forever be deeply missed; and,

WHEREAS, on behalf of all citizens of St. Charles Parish, the Parish Council and the Parish President wish to posthumously honor Carolyn Harris Louviere as a dedicated Public Servant of the Parish of St. Charles.

NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, duly assembled on this 11<sup>th</sup> day of March, 2013, do hereby express our sincere sympathy to the family of

**Carolyn Harris Louviere**  
June 1, 1949 – August 29, 2012

BE IT FURTHER RESOLVED, that a page in the Official Minute Book of the St. Charles Parish Council be set aside to record this Memoriam and when this Meeting is adjourned, it shall be done in memory of CAROLYN HARRIS LOUVIERE.

MAY SHE REST IN PEACE

"PARISH OF SCENTY"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
on both sides of the  
Mighty Mississippi River.

*V.J. St. Pierre, Jr.*

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

*Clayton Fauchaux, Jr.*

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

*Terrell D. Wilson*

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

*Mary Tastet*

MARY TASTET  
COUNCILWOMAN, DISTRICT II

*Wendy Benedetto*

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

*Carolyn K. Schexnaydre*

CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

*Paul J. Hogan*

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

*Larry Cochran*

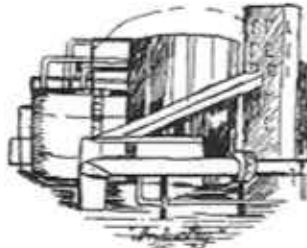
LARRY COCHRAN  
COUNCILMAN, DISTRICT V

*Traci A. Fletcher*

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

*Julia Fisher-Perrier*

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII





# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION

**WHEREAS**, Laura Graeber Sullivan is a resident of St. Charles Parish residing in Destrehan, Louisiana with her parents Alan and DeAnn Sullivan, and her brother Paul; and,

**WHEREAS**, Laura is a 9<sup>th</sup> grader at Destrehan High School and a member of Girl Scout Destrehan Troop 21448; and,

**WHEREAS**, Laura, as a Junior Girl Scout, received the Bronze Award along with other Junior Girl Scouts by organizing and holding a car wash in which over \$500 was raised and donated to the Mexico Mission Trip at the St. Charles United Methodist Church; and,

**WHEREAS**, Laura is one of seven Girl Scout Cadettes that have recently earned the Girl Scout Silver Award; the highest honor a Cadette in sixth through eighth grade can achieve; and,

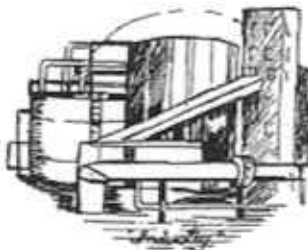
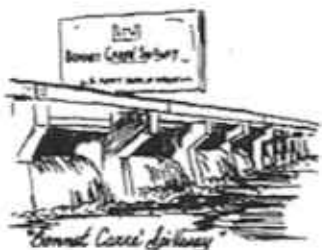
**WHEREAS**, the Girl Scout Silver Award requires the completion of a series of leadership challenges that prepares the Cadette for the final "take action" project that involves about 50 hours of work. The seven Cadettes completed the Girl Scout journey called media. Through this journey they learned and discovered what is media and how it affects people, especially themselves; and,

**WHEREAS**, with the completion of the journey is a Take Action Project. The seven Cadettes planned, made, and shared a public service announcement called "Stop the Stereotypes!" This is a dvd that shows how words can hurt or help without meaning to; and,

**WHEREAS**, the Girl Scout Silver Award gives Laura the chance to show that she is a leader who is organized, determined, and dedicated to improving her community. Earning the award puts her among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.

**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to**

**LAURA GRAEBER SULLIVAN**



"PARISH OF DESTREHAN"  
created in 1807 from the territory of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
on both sides of the  
Mississippi River.

*V.J. St. Pierre, Jr.*  
V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

*Clayton Fauchoux, Jr.*  
CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

*Terrell D. Wilson*  
TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

*Mary Tastet*  
MARY TASTET  
COUNCILWOMAN, DISTRICT II

*Wendy Benedetto*  
WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

*Carolyn K. Schexnaydre*  
CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

*Paul J. Hogan*  
PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

*Larry Cochran*  
LARRY COCHRAN  
COUNCILMAN, DISTRICT V

*Traci A. Fletcher*  
TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

*Julia Fisher-Perrier*  
JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII

# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION

WHEREAS, Aisosa Namur Ogunbor is a resident of St. Charles Parish residing in Destrehan, Louisiana with her parents Victor and Adesuwa Ogunbor, and her sister Ekuase; and,

WHEREAS, Aisosa is a 9<sup>th</sup> grader at Destrehan High School and a member of Girl Scout Destrehan Troop 21448; and,

WHEREAS, Aisosa is one of seven Girl Scout Cadettes that have recently earned the Girl Scout Silver Award; the highest honor a Cadette in sixth through eighth grade can achieve; and,

WHEREAS, the Girl Scout Silver Award requires the completion of a series of leadership challenges that prepares the Cadette for the final "take action" project that involves about 50 hours of work. The seven Cadettes completed the Girl Scout journey called media. Through this journey they learned and discovered what is media and how it affects people, especially themselves; and,

WHEREAS, with the completion of the journey is a Take Action Project. The seven Cadettes planned, made, and shared a public service announcement called "Stop the Stereotypes!" This is a dvd that shows how words can hurt or help without meaning to; and,

WHEREAS, the Girl Scout Silver Award gives Aisosa the chance to show that she is a leader who is organized, determined, and dedicated to improving her community. Earning the award puts her among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.

NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to

## AISOSA NAMUR OGUNBOR

"PARISH OF PLENTY"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
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Mighty Mississippi River.

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

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MARY TASTET  
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WENDY BENEDETTO  
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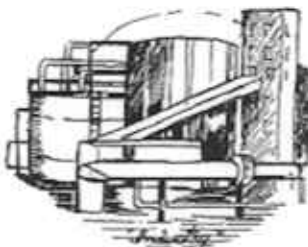
CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

LARRY COCHRAN  
COUNCILMAN, DISTRICT V

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII



# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION



WHEREAS, Cassidy Anne Lewis is a resident of St. Charles Parish residing in St. Rose, Louisiana with her parents Dawn and Randy Lewis, Sr., brother Randy Jr., and sister Lacey; and,

WHEREAS, Cassidy is an 8<sup>th</sup> grader at St. Agnes Catholic School and a member of Girl Scout Destrehan Troop 21448; and,

WHEREAS, Cassidy is one of seven Girl Scout Cadettes that have recently earned the Girl Scout Silver Award; the highest honor a Cadette in sixth through eighth grade can achieve; and,

WHEREAS, the Girl Scout Silver Award requires the completion of a series of leadership challenges that prepares the Cadette for the final "take action" project that involves about 50 hours of work. The seven Cadettes completed the Girl Scout journey called media. Through this journey they learned and discovered what is media and how it affects people, especially themselves; and,

WHEREAS, with the completion of the journey is a Take Action Project. The seven Cadettes planned, made, and shared a public service announcement called "Stop the Stereotypes!" This is a dvd that shows how words can hurt or help without meaning to; and,

WHEREAS, the Girl Scout Silver Award gives Cassidy the chance to show that she is a leader who is organized, determined, and dedicated to improving her community. Earning the award puts her among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.

NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to

## CASSIDY ANNE LEWIS

"PARISH OF SCENTY"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
on both sides of the  
Mighty Mississippi River.

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

MARY TASTET  
COUNCILWOMAN, DISTRICT II

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

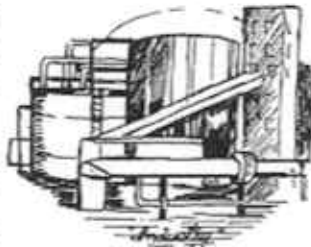
CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

LARRY COCHRAN  
COUNCILMAN, DISTRICT V

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII

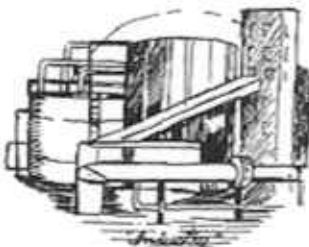
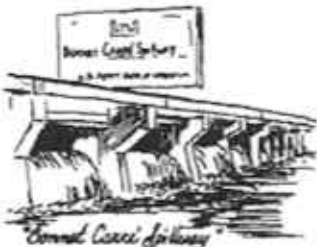




# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION



WHEREAS, Elaine Jessica Mitchell is a resident of St. Charles Parish residing in Destrehan, Louisiana with her parents, and brothers Fraser and Keith; and,  
WHEREAS, Elaine is an 8<sup>th</sup> grader at Harry Hurst Middle School and a member of Girl Scout Destrehan Troop 21448; and,

WHEREAS, Elaine is one of seven Girl Scout Cadettes that have recently earned the Girl Scout Silver Award; the highest honor a Cadette in sixth through eighth grade can achieve; and,

WHEREAS, the Girl Scout Silver Award requires the completion of a series of leadership challenges that prepares the Cadette for the final "take action" project that involves about 50 hours of work. The seven Cadettes completed the Girl Scout journey called media. Through this journey they learned and discovered what is media and how it affects people, especially themselves; and,

WHEREAS, with the completion of the journey is a Take Action Project. The seven Cadettes planned, made, and shared a public service announcement called "Stop the Stereotypes!" This is a dvd that shows how words can hurt or help without meaning to; and,

WHEREAS, the Girl Scout Silver Award gives Elaine the chance to show that she is a leader who is organized, determined, and dedicated to improving her community. Earning the award puts her among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.

NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to

**ELAINE JESSICA MITCHELL**

"PARISH OF PLENTY"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
on both sides of the  
Mighty Mississippi River.

*V.J. St. Pierre, Jr.*

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

*Clayton Fauchoux, Jr.*

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

*Terrell D. Wilson*

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

*Mary Tastet*

MARY TASTET  
COUNCILWOMAN, DISTRICT II

*Wendy Benedetto*

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

*Carolyn K. Schexnaydre*

CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

*Paul J. Hogan*

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

*Larry Cochran*

LARRY COCHRAN  
COUNCILMAN, DISTRICT V

*Traci A. Fletcher*

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

*Julia Fisher-Perrier*

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII

# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION

**WHEREAS**, Lindsey Ann Rhodes is a resident of St. Charles Parish residing in Destrehan, Louisiana with her parents, Kathleen and Wayne Rhodes; and,  
**WHEREAS**, Lindsey is a 9<sup>th</sup> grader at the New Orleans Center for Creative Arts (NOCCA) and a member of Girl Scout Destrehan Troop 21448; and,  
**WHEREAS**, Lindsey, as a Junior Girl Scout, received the Bronze Award along with other Junior Girl Scouts by organizing and holding a car wash in which over \$500 was raised and donated to the Mexico Mission Trip at the St. Charles United Methodist Church; and,  
**WHEREAS**, Lindsey is one of seven Girl Scout Cadettes that have recently earned the Girl Scout Silver Award; the highest honor a Cadette in sixth through eighth grade can achieve; and,  
**WHEREAS**, the Girl Scout Silver Award requires the completion of a series of leadership challenges that prepares the Cadette for the final "take action" project that involves about 50 hours of work. The seven Cadettes completed the Girl Scout journey called media. Through this journey they learned and discovered what is media and how it affects people, especially themselves; and,  
**WHEREAS**, with the completion of the journey is a Take Action Project. The seven Cadettes planned, made, and shared a public service announcement called "Stop the Stereotypes!" This is a dvd that shows how words can hurt or help without meaning to; and,  
**WHEREAS**, the Girl Scout Silver Award gives Lindsey the chance to show that she is a leader who is organized, determined, and dedicated to improving her community. Earning the award puts her among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.  
**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to**

## LINDSEY ANN RHODES

"PARISH OF TWENTY"  
 created in 1807 from the county of the  
 "German Coast", a parish of  
 unprecedented economic and social  
 development, known for its  
 hospitality, rural living and sporting  
 opportunities... with the added  
 distinction of being located  
 on both sides of the  
 Mighty Mississippi River.

V.J. ST. PIERRE, JR.  
 PARISH PRESIDENT

CLAYTON FAUCHEUX, JR.  
 COUNCILMAN AT LARGE, DIV. B

Terrell D. Wilson  
 TERRELL D. WILSON  
 COUNCILMAN, DISTRICT I

MARY TASTET  
 COUNCILWOMAN, DISTRICT II

WENDY BENEDETTO  
 COUNCILWOMAN, DISTRICT III

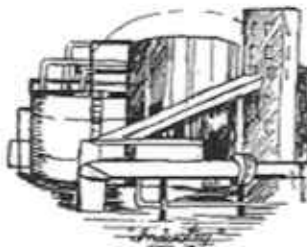
CAROLYN K. SCHEXNAYDRE  
 COUNCILWOMAN AT LARGE, DIV. A

PAUL J. HOGAN  
 COUNCILMAN, DISTRICT IV

LARRY COCHRAN  
 COUNCILMAN, DISTRICT V

TRACI A. FLETCHER  
 COUNCILWOMAN, DISTRICT VI

JULIA FISHER-PERRIER  
 COUNCILWOMAN, DISTRICT VII



# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION

**WHEREAS**, Mignon Noelle Mauduit is a resident of St. Charles Parish residing in Luling. Her parents are Lori Laurent-Mauduit and Doug Mauduit; and,

**WHEREAS**, Mignon is a 9<sup>th</sup> grade Academic Studio student at the New Orleans Center for Creative Arts (NOCCA) and a member of Girl Scout Destrehan Troop 21448; and,

**WHEREAS**, Mignon, as a Junior Girl Scout, received the Bronze Award along with other Junior Girl Scouts by organizing and holding a car wash in which over \$500 was raised and donated to the Mexico Mission Trip at the St. Charles United Methodist Church; and,

**WHEREAS**, Mignon is one of seven Girl Scout Cadettes that have recently earned the Girl Scout Silver Award; the highest honor a Cadette in sixth through eighth grade can achieve; and,

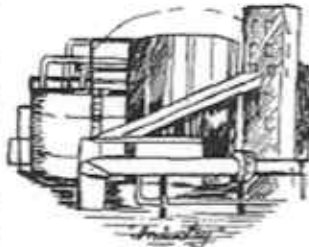
**WHEREAS**, the Girl Scout Silver Award requires the completion of a series of leadership challenges that prepares the Cadette for the final "take action" project that involves about 50 hours of work. The seven Cadettes completed the Girl Scout journey called media. Through this journey they learned and discovered what is media and how it affects people, especially themselves; and,

**WHEREAS**, with the completion of the journey is a Take Action Project. The seven Cadettes planned, made, and shared a public service announcement called "Stop the Stereotypes!" This is a dvd that shows how words can hurt or help without meaning to; and,

**WHEREAS**, the Girl Scout Silver Award gives Mignon the chance to show that she is a leader who is organized, determined, and dedicated to improving her community. Earning the award puts her among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.

**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to**

## MIGNON NOELLE MAUDUIT



"PARISH OF SAINTS"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and opening  
opportunities... with the added  
distinction of being located  
on both sides of the  
mighty Mississippi River.

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

MARY TASTET  
COUNCILWOMAN, DISTRICT II

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

LARRY COCHRAN  
COUNCILMAN, DISTRICT V

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

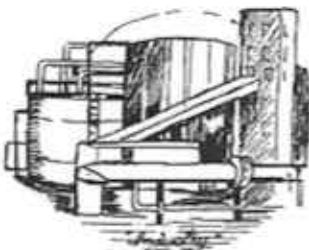
JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII



# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION



**WHEREAS**, Coya L. Hurst is a resident of St. Charles Parish residing in Destrehan, Louisiana with her parent Alencia Anderson; and,

**WHEREAS**, Coya is a 9<sup>th</sup> grader at Destrehan High School and a member of Girl Scout Destrehan Troop 21448; and,

**WHEREAS**, Coya, as a Junior Girl Scout, received the Bronze Award along with other Junior Girl Scouts by organizing and holding a car wash in which over \$500 was raised and donated to the Mexico Mission Trip at the St. Charles United Methodist Church; and,

**WHEREAS**, Coya is one of seven Girl Scout Cadettes that have recently earned the Girl Scout Silver Award, the highest honor a Cadette in sixth through eighth grade can achieve; and,

**WHEREAS**, the Girl Scout Silver Award requires the completion of a series of leadership challenges that prepares the Cadette for the final "take action" project that involves about 50 hours of work. The seven Cadettes completed the Girl Scout journey called media. Through this journey they learned and discovered what is media and how it affects people, especially themselves; and,

**WHEREAS**, with the completion of the journey is a Take Action Project. The seven Cadettes planned, made, and shared a public service announcement called "Stop the Stereotypes!" This is a dvd that shows how words can hurt or help without meaning to; and,

**WHEREAS**, the Girl Scout Silver Award gives Coya the chance to show that she is a leader who is organized, determined, and dedicated to improving her community. Earning the award puts her among an exceptional group of girls who have used their knowledge and leadership skills to make a difference in the world.

**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to**

**COYA L. HURST**

"PARISH OF RECENT"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
on both sides of the  
mighty Mississippi River.

*V.J. St. Pierre, Jr.*

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

*Clayton Faucheux, Jr.*

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

*Terrell D. Wilson*

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

*Mary Tastet*

MARY TASTET  
COUNCILWOMAN, DISTRICT II

*Wendy Benedetto*

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

*Carolyn R. Schexnaydre*

CAROLYN R. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

*Paul J. Hogan*

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

*Larry Gochran*

LARRY GOCHRAN  
COUNCILMAN, DISTRICT V

*Traci A. Fletcher*

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

*Julia Fisher-Perrier*

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII

# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION

**WHEREAS,** Seth Joseph Champagne is a resident of St. Charles Parish residing in Luling, Louisiana with his parents Brian and Amanda Champagne, and his sisters Brittani and Evan; brothers Adam, Kaleb, and Quinn; and,

**WHEREAS,** Seth is a Member of Troop 370, chartered by St. Anthony of Padua Catholic Church in Luling; he started his Scouting career in September 2001; and,

**WHEREAS,** Seth has spent the last 11 years as an active member of the Scouts spending the last 7 years preparing to become an EAGLE SCOUT; and,

**WHEREAS,** Seth has earned his 29 merit badges from a list of 126 badges and completed his Eagle Scout Service Project by cleaning and painting the parking lots of the St. Charles Community Health Center in Luling. His project was accomplished in May 2011; and,

**WHEREAS,** Seth earned these 27 badges by showing leadership ability as Senior Patrol Leader, Scribe, Assistant Patrol Leader, Patrol Leader, Quartermaster, Troop Guide, and Junior Assistant Scoutmaster; and,

**WHEREAS,** Seth rose to the rank of EAGLE SCOUT on August 9, 2012, and received his medal in a ceremony on March 3, 2013, at the St. Anthony of Padua Community Activity Building in Luling; and,

**WHEREAS,** Seth is a Senior at Hahnville High School and will continue to grow as an EAGLE SCOUT by providing leadership as an Assistant Scoutmaster for Troop 370.

**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby offer this tribute and recognition to**

## SETH JOSEPH CHAMPAGNE

"PARISH OF SCIENTY"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
on both sides of the  
Mighty Mississippi River.

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

Terrell D. Wilson

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

MARY TASTET  
COUNCILWOMAN, DISTRICT II

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

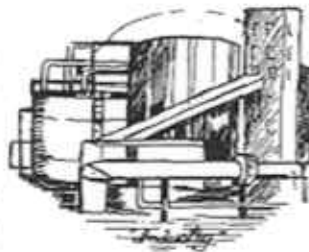
CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

LARRY COCHRAN  
COUNCILMAN, DISTRICT V

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII



# The Parish of St. Charles

March 11, 2013

## IN RECOGNITION

**WHEREAS,** Donovan Lee Hicks, Jr. is a resident of St. Charles Parish residing in Luling, Louisiana with his parents David and Brook Kornegay, brother Ryan and sister Savannah; and,

**WHEREAS,** Donovan is a Member of Troop 370, chartered by St. Anthony of Padua Catholic Church in Luling; he started his Scouting career in September 2000; and,

**WHEREAS,** Donovan has spent the last 11 years as an active member of the Scouts spending the last 7 years preparing to become an EAGLE SCOUT; and,

**WHEREAS,** Donovan has earned his 28 merit badges from a list of 126 badges and completed his Eagle Scout Service Project by installing a water line, and repairing the lighting system for the church sign at Luling United Methodist Church. His project was accomplished on February 2012; and,

**WHEREAS,** Donovan earned these 28 badges by showing leadership ability as Senior Patrol Leader, Scribe, Assistant Patrol Leader, Patrol Leader, Quartermaster, Troop Guide, and Junior Assistant Scoutmaster; and,

**WHEREAS,** Donovan rose to the rank of EAGLE SCOUT on August 9, 2012, and received his medal in a ceremony on March 3, 2013, at the St. Anthony of Padua Community Activity Building in Luling; and,

**WHEREAS,** Donovan is a Senior at Hahnville High School and will continue to grow as an EAGLE SCOUT by providing leadership as an Assistant Scoutmaster for Troop 370.

**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT,** do hereby offer this tribute and recognition to

## DONOVAN LEE HICKS, JR.

"PARISH OF PLenty"  
created in 1807 from the county of the  
"German Coast", a parish of  
unprecedented economic and social  
development, known for its  
hospitality, rural living and sporting  
opportunities... with the added  
distinction of being located  
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Mighty Mississippi River

*V.J. St. Pierre, Jr.*

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

*Clayton Fauchaux, Jr.*

CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

*Terrell D. Wilson*

TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

*Mary Tastet*

MARY TASTET  
COUNCILWOMAN, DISTRICT II

*Wendy Benedetto*

WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

*Carolyn K. Schexnaydre*

CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

*Paul J. Hogan*

PAUL J. HOGAN  
COUNCILMAN, DISTRICT IV

*Larry Cochran*

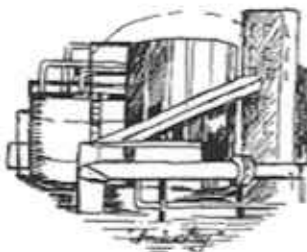
LARRY COCHRAN  
COUNCILMAN, DISTRICT V

*Traci A. Fletcher*

TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

*Julia Fisher-Perrier*

JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII





2013-0066

**PROCLAMATION**

**WHEREAS,** *the New Orleans Metropolitan Association of REALTORS® consists of over 4,000 members in ten parishes, including St. Charles Parish; and,*

**WHEREAS,** *the New Orleans Metropolitan Association of REALTORS® serves to unite those engaged in the recognized branches of the real estate profession for the purpose of exerting a beneficial influence upon the profession and related interests; and,*

**WHEREAS,** *REALTORS® subscribe to a strict code of ethics and are expected to maintain a higher level of knowledge of the process of buying and selling real estate; and,*

**WHEREAS,** *we recognize the dedication local REALTORS® have to the New Orleans metropolitan area and the contributions they have made to that area, including St. Charles Parish; and,*

**WHEREAS,** *the event will honor Greater New Orleans REALTORS® and serves to celebrate the commitment they have to helping people fulfill their dream of homeownership and protecting private property rights; and,*

**WHEREAS,** *the New Orleans Metropolitan Association of REALTORS® is holding its 1<sup>st</sup> Annual "REALTOR® Appreciation Day" on Thursday, March 14, 2013.*

**NOW, THEREFORE, WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM, MARCH 14, 2013, AS**

**"REALTOR® APPRECIATION DAY"**

**IN ST. CHARLES PARISH AND INVITE ALL REALTORS® TO ATTEND THE EVENT AT THE HILTON NEW ORLEANS RIVERSIDE. MORE DETAILED INFORMATION IS AVAILABLE AT [WWW.NOMAR.ORG](http://WWW.NOMAR.ORG).**

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**V.J. ST. PIERRE, JR.**  
**PARISH PRESIDENT**

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**CAROLYN K. SCHEXNAYDRE**  
**COUNCILWOMAN AT LARGE, DIV. A**

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**CLAYTON FAUCHEUX, JR.**  
**COUNCILMAN AT LARGE, DIV. B**

---

**PAUL J. HOGAN, PE**  
**COUNCILMAN, DISTRICT IV**

---

**TERRELL D. WILSON**  
**COUNCILMAN, DISTRICT I**

---

**LARRY COCHRAN**  
**COUNCILMAN, DISTRICT V**

---

**MARY TASTET**  
**COUNCILWOMAN, DISTRICT II**

---

**TRACI A. FLETCHER**  
**COUNCILWOMAN, DISTRICT VI**

---

**WENDY BENEDETTO**  
**COUNCILWOMAN, DISTRICT III**

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**JULIA FISHER-PERRIER**  
**COUNCILWOMAN, DISTRICT VII**

Realtor Day 2013.pdf

2013-0071

**PROCLAMATION**

**WHEREAS,** *the American Red Cross fulfills a unique and vital role in our state, providing help and hope in the face of emergencies and disaster, and is a true reflection of the humanitarian and volunteer spirit of the American people; and,*

**WHEREAS,** *for nearly 100 years, Presidents have called on the American people to support the Red Cross and its humanitarian mission. In World War I, President Woodrow Wilson ordered the Red Cross to raise funds to support emergency aid to the military, as mandated by the Red Cross Congressional Charter. At that time, the American Red Cross set a goal of \$125 million and in less than six weeks donations totaled \$146 million – a tribute to the overwhelming generosity of the American public; and,*

**WHEREAS,** *in 1943, during World War II, President Franklin D. Roosevelt became the first president to proclaim March as Red Cross Month and called on Americans to “rededicate themselves to the splendid aims and activities of the Red Cross.” President Roosevelt’s call to action nearly 70 years ago started a tradition of designating March as Red Cross Month, a time to recognize and support the valuable work of the American Red Cross by making a financial contribution, donating blood, taking a life-saving class, or volunteering to help the Red Cross perform its mission; and,*

**WHEREAS,** *every day, sometimes more than once a day, the volunteers of the South Louisiana Region of the American Red Cross are there to save the day when a neighbor’s house burns down. They are there when, as so often happens here in Louisiana, a weather-related disaster strikes. The Red Cross is there when someone needs life-saving blood, or the comfort of a helping hand. It connects military families with their loved ones in service, and provides training in CPR, aquatics safety, and first aid. It spreads humanitarian aid and goodwill to people around the world; and,*

**WHEREAS,** *Louisiana depends on the American Red Cross more than any state, because of our location on the Gulf Coast. Because it is not a government agency, the Red Cross depends on support from the public to continue its humanitarian work. This is especially true in these challenging economic times.*

**NOW, THEREFORE, WE THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY PROCLAIM MARCH 2013 AS**

**AMERICAN RED CROSS MONTH IN ST. CHARLES PARISH**

**BE IT FURTHER RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, DO HEREBY RESPECTFULLY REQUEST THAT EACH CITIZEN OF ST. CHARLES PARISH BECOME PARTNERS IN PREPAREDNESS WITH THEIR LOCAL RED CROSS CHAPTERS AND TO BECOME ACTIVE PARTICIPANTS IN ADVANCING THE NOBLE MISSION OF THE RED CROSS.**

\_\_\_\_\_  
V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

\_\_\_\_\_  
CAROLYN K. SCHEXNAYDRE  
COUNCILWOMAN AT LARGE, DIV. A

\_\_\_\_\_  
CLAYTON FAUCHEUX, JR.  
COUNCILMAN AT LARGE, DIV. B

\_\_\_\_\_  
PAUL J. HOGAN, PE  
COUNCILMAN, DISTRICT IV

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TERRELL D. WILSON  
COUNCILMAN, DISTRICT I

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LARRY COCHRAN  
COUNCILMAN, DISTRICT V

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MARY TASTET  
COUNCILWOMAN, DISTRICT II

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TRACI A. FLETCHER  
COUNCILWOMAN, DISTRICT VI

\_\_\_\_\_  
WENDY BENEDETTO  
COUNCILWOMAN, DISTRICT III

\_\_\_\_\_  
JULIA FISHER-PERRIER  
COUNCILWOMAN, DISTRICT VII

2013-0068

**PROCLAMATION**

**WHEREAS,** *St. Charles Parish has long been recognized for its natural and rural beauty; and,*

**WHEREAS,** *Parish leaders share a strong desire with residents to protect our environment, beginning at home; and,*

**WHEREAS,** *one of the eight parish goals is to promote a parish that is safe, environmentally conscious, and provides culture and aesthetic enjoyments; and,*

**WHEREAS,** *our vision is to create a parish that is clean, attractive, and communicates pride in the community; and,*

**WHEREAS,** *litter is a detriment to the quality of life we enjoy in St. Charles Parish; and,*

**WHEREAS,** *many residents are interested in recycling and want to participate in order to reduce the amount of trash being brought to parish landfills; and,*

**WHEREAS,** *we realize the need to come together to beautify our streets and byways in an effort to create our ideal community; and,*

**WHEREAS,** *volunteers will come together to pick up and dispose of trash along parish and state highways, servitudes, and right-of-ways.*

**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL AND THE PARISH PRESIDENT, do hereby declare Saturday, March 23, 2013, as**

**TRASH BASH CLEANUP AND RECYCLING AWARENESS DAY  
IN ST. CHARLES PARISH**

**BE IT FURTHER RESOLVED,** *that the public is invited to help clean up St. Charles Parish beginning at 8:00 a.m. and ending with a celebration at 11:30 a.m.; including food, music, and games, at the West Bank Bridge Park in Luling. Residents are urged to join in the festivities by volunteering at [www.scptrashbash.org](http://www.scptrashbash.org) or by calling (985) 331-8604.*

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**V.J. ST. PIERRE, JR.**  
**PARISH PRESIDENT**

---

**CAROLYN K. SCHEXNAYDRE**  
**COUNCILWOMAN AT LARGE, DIV. A**

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**CLAYTON FAUCHEUX, JR.**  
**COUNCILMAN AT LARGE, DIV. B**

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**PAUL J. HOGAN, PE**  
**COUNCILMAN, DISTRICT IV**

---

**TERRELL D. WILSON**  
**COUNCILMAN, DISTRICT I**

---

**LARRY COCHRAN**  
**COUNCILMAN, DISTRICT V**

---

**MARY TASTET**  
**COUNCILWOMAN, DISTRICT II**

---

**TRACI A. FLETCHER**  
**COUNCILWOMAN, DISTRICT VI**

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**WENDY BENEDETTO**  
**COUNCILWOMAN, DISTRICT III**

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**JULIA FISHER-PERRIER**  
**COUNCILWOMAN, DISTRICT VII**

Trash Bash 2013



**2013-0070**

**INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF ECONOMIC DEVELOPMENT & TOURISM)**

**ORDINANCE NO. \_\_\_\_\_**

An ordinance to approve and authorize the execution of a Cooperative Endeavor Agreement with the German Coast Farmers' Market to provide certain services to St. Charles Parish.

**WHEREAS,** it is the mission of the German Coast Farmers' Market Board of Directors to manage a St. Charles Parish farmers' market that serves as a community gathering place, tourist destination, and a market for a wide range of fresh vegetables, fruits, flowers and other value-added items; and,

**WHEREAS,** the Grand Opening of the German Coast Farmers' Market was held on June 7, 2003 in Destrehan; and,

**WHEREAS,** the Grand Opening of the second location of the German Coast Farmers' Market was held on July 5, 2006 in Luling; and,

**WHEREAS,** over 271,436 patrons visited the market since its inception; and,

**WHEREAS,** the Board of Directors of the German Coast Farmers' Market is requesting to receive financial support from St. Charles Parish to operate the farmers' market; and,

**WHEREAS,** it is the desire of the Parish Council to approve said funding request to ensure the stability of this successful, economic development effort.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the Cooperative Endeavor Agreement between the German Coast Farmers' Market and St. Charles Parish is hereby approved.

**SECTION II.** That the Parish President is hereby authorized to execute said Cooperative Endeavor Agreement on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

COOPERATIVE ENDEAVOR AGREEMENT  
BETWEEN  
GERMAN COAST FARMERS' MARKET  
AND  
ST. CHARLES PARISH

This Cooperative Endeavor Agreement is made and entered into on this \_\_\_\_ day of \_\_\_\_\_ 2013 by and between:

The German Coast Farmers' Market, Post Office Box 119, Destrehan, LA 70047 herein represented by \_\_\_\_\_, its President

AND

St. Charles Parish, 15045 River Road, Hahnville, LA 70057 herein represented by V.J. St. Pierre, Jr. its Parish President, authorized by Ordinance No. \_\_\_\_\_ of the St. Charles Parish Council adopted on \_\_\_\_\_, 2013.

The German Coast Farmers' Market hereby agrees to implement the projects outlined in "EXHIBIT A" and provide the following reports and supporting documentation to the St. Charles Parish Department of Economic Development & Tourism:

- A weekly report, due by the close of business five (5) days after the Saturday market or the last weekly market operating day, containing cumulative totals of the preceding market's vendor sales figures, customer attendance, vendor attendance and vendors domiciled in St. Charles Parish.
- Results of an annual, "Peak-Season" survey of market patrons, due no later than September 1, 2013, documenting the customer's place of residence, customer's average expenditure per market visit, the customer's total number of market visits per calendar year, method of customer's market awareness and other information requested by the St. Charles Parish Department of Economic Development & Tourism.
- Quarterly Progress Reports, due thirty-one (31) calendar days after the end of each quarter, for each of the items listed in "EXHIBIT A."
- A Quarterly Accounting Report, due on the same days as the Quarterly Progress Reports, detailing the use of the St. Charles Parish grant proceeds.
- 2013 Annual Report containing a cumulative summary of market statistics, activities, and annual financial statements delivered to the St. Charles Department of Economic Development & Tourism by February 1, 2014.
- Other information, reports and documentation requested by the St. Charles Parish Department of Economic Development & Tourism.

St. Charles Parish, through the Department of Economic Development & Tourism, hereby agrees to provide \$30,000 in funding for the services listed in "EXHIBIT A." Funding for said projects shall be dispersed as follows:

- Twenty-five percent (25%) or \$7,500 within thirty (30) days of execution of this Agreement
- Twenty-five percent (25%) or \$7,500 no later than April 30, 2013
- Twenty-five percent (25%) or \$7,500 no later than July 31, 2013
- Twenty-five percent (25%) or \$7,500 no later than October 31, 2013

German Coast Farmers' Market

St. Charles Parish

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
President

V.J. St. Pierre, Jr.  
Parish President

The German Coast Farmers' Market (GCFM) agrees to provide the following:

- East & West Bank Farmers' Market Venues  
The GCFM will operate and manage an East Bank Farmers' Market and a West Bank Farmers' Market for the purpose of providing local farmers and value added vendors a weekly venue to sell their produce.
- Seedling Program & Market Promotional Items  
GCFM will continue to promote the Seedling Program and Industry Support Program as well as market promotional items as a revenue source for operating expenses of the market.
- Association of Retarded Citizens (ARC) Greenhouse Program  
GCFM will provide a venue for the sale of vegetables grown hydroponically in the ARC greenhouse during the off-season, January to April when local vegetables are not in season.
- Louisiana Seniors Farmers Market Nutrition Program  
GCFM will participate in the Program, administered by the Louisiana Department of Agricultural & Forestry (LDAF). GCFM will encourage eligible vendors to become certified. Council on Aging forwards eligible participant listing to LDAF. Eligible participants will receive \$16 in coupons to buy fresh fruits, vegetables and cut herbs from a certified vendor.
- Resident Business & Entrepreneurship Program  
GCFM will work to increase vendor selling opportunities by developing and encouraging relationships with the Edible Enterprises Food Incubator Program and its tenants, local restaurants, retail outlets and the St. Charles Parish Public School System. The GCFM will offer technical assistance to vendors and entrepreneurs.
- Web Site-Internet Service  
GCFM will facilitate maintenance of a web site to assist market vendors in advertising and promoting their products. GCFM will assist all market vendors by emailing a newsletter to market patrons.
- Tourism  
GCFM will promote local tourist attractions and work with agencies to increase visitor attendance.
- Market Lagniappe  
GCFM will regularly sponsor and offer market programs aiming to educate and entertain patrons. Lagniappe examples may include but are not limited to food demonstrations, live music, gardening seminars, and health and fitness educational opportunities.
- Grants, Donations, In-Kind Services  
GCFM will proactively pursue grant opportunities and financial & in-kind donations to assist with defraying operating expenses.
- Heritage Education Initiative  
GCFM will educate market visitors on the history of the German Coast, by displaying interpretive panels/signboards, which follow the stories of German Settlers. These panels will serve to educate visitors on the history of the immigration and settlement of the Coast.

1/6/2013

Page 1

Net Worth - As of 12/31/2012	
As of 12/31/2012	
Account	12/31/2012 Balance
<b>ASSETS</b>	
<b>Cash and Bank Accounts</b>	
GCFM Checking	368.15
GCFM Money Market	67,472.84
Cash On Hand	400.00
<b>TOTAL Cash and Bank Accounts</b>	<b>68,240.99</b>
<b>TOTAL ASSETS</b>	<b>68,240.99</b>
<b>LIABILITIES</b>	
	0.00
<b>OVERALL TOTAL</b>	<b>68,240.99</b>

1/25/2013

**Profit and Loss Statement 2012 - Last year**  
 1/1/2012 through 12/31/2012 (Cash Basis)

Page 1

Category Description	1/1/2012- 12/31/2012
<b>INCOME</b>	
Grants & Donations	
Donation	65.00
Grant	400.00
Seedling Cards	455.00
St. Charles Parish Subsidy	30,000.00
TOTAL Grants & Donations	30,940.00
Interest Income	70.10
Sales - Market Welcome Booth	
Sales - Books	
Celebrating 200 Years of History	77.00
Des Allemands A Bayou Runs Through It	55.00
From Our Mama's an 'nem	66.00
Germans of Louisiana	66.00
Historic Churches	38.00
How Sportsmen Cook	45.00
Jambalaya, Crawfish Pie, File' Gumbo	132.00
LA Italians, Foods, Recipes & Folkways	136.00
MamPapau's Cookbook	65.00
Plantations By The River	84.00
Santa Monica FM Cookbook	24.00
St. Charles Parish A Pictorial History	177.00
Tid-Bits of Creole	8.00
TOTAL Sales - Books	973.00
Sales - Items	
Gloves	54.00
Shirts	150.00
Six Pack Cooler	3.00
TOTAL Sales - Items	207.00
TOTAL Sales - Market Welcome Booth	1,180.00
Vendor Revenue	
Booth Rent	
Art Booth Rent	260.00
Regular Booth Rent	12,421.00
Seasonal Booth Rent	50.00
TOTAL Booth Rent	12,731.00

1/25/2013

Profit and Loss Statement 2012 - Last year  
1/1/2012 through 12/31/2012 (Cash Basis)

Page 2

Category Description	1/1/2012- 12/31/2012
Membership	
Arts Membership	75.00
Regular Membership	670.00
Seasonal Membership	50.00
TOTAL Membership	995.00
TOTAL Vendor Revenue	13,726.00
TOTAL INCOME	45,916.10
EXPENSES	
Contracted Services	
Bookkeeper	888.00
Coordinator	22,260.00
Legal Services	350.00
Public Relations Coordinator	4,200.00
TOTAL Contracted Services	27,698.00
Facilities Maintenance	4,840.00
Gifts & Acknowledgements	350.00
Insurance	
Liability	1,791.65
TOTAL Insurance	1,791.65
Licenses & Permits	5.00
Market Trailer	
Trailer Tires	167.50
TOTAL Market Trailer	167.50
Marketing & Promotion	
Advertising	
Newspapers	6,175.95
Radio	650.00
TV	1,500.00
Other Marketing & Promotion/Advertising	350.00
TOTAL Advertising	8,675.95
Memberships	
Business Associations	35.00
RRABC	35.00
TOTAL Memberships	70.00
Online Patron Survey	106.81
Promotional Gift Items	



1/25/2013

Profit and Loss Statement 2012 - Last year  
1/1/2012 through 12/31/2012 (Cash Basis)

Page 3

Category Description	1/1/2012- 12/31/2012
Market Fans	485.60
TOTAL Promotional Gift Items	485.60
Shirts	765.00
Website	
Website Annual Fee	373.75
Other Marketing & Promotion Website	11.59
TOTAL Website	385.35
TOTAL Marketing & Promotion	10,490.71
Sales Tax	128.27
Special Events 1	
Entertainment	4,230.00
Supplies	632.50
TOTAL Special Events 1	4,862.50
Supplies & Equipment	
Market	
Equipment Purchases	261.58
Supplies	1,078.38
TOTAL Market	1,339.96
Merchandise	
Book Purchases	
Des Allemands A Bayou Runs Throug...	120.00
St. Charles Parish A Pictorial History	400.00
Tid-Bits of Creole	30.00
TOTAL Book Purchases	550.00
TOTAL Merchandise	550.00
Office	
Post Office Box Fee	44.00
Supplies	150.16
TOTAL Office	194.16
TOTAL Supplies & Equipment	2,084.12
Training	
Market Training	-135.60
TOTAL Training	-135.60
Utilities	
Electricity	695.96
TOTAL Utilities	695.96
TOTAL EXPENSES	\$2,978.11

1/25/2013

Profit and Loss Statement 2012 - Last year  
1/1/2012 through 12/31/2012 (Cash Basis)

Page 4

Category Description	1/1/2012- 12/31/2012
OVERALL TOTAL	-7,062.01

## Annual Report 2012 – German Coast Farmers’ Market

In 2012, German Coast Farmers’ Market continued to operate at two market locations. The 2 markets were open for a total of 90.5 days, with closure 12.5 days. Both sites are provided at no charge by the owner.

The opening of the West Bank site continues to be a popular addition to market location and time, and the monthly Arts Markets, while small, continue to bring new customers to the market. Unfortunately, an afternoon market is a challenging time for some potential vendors and recruiting additional vendors for this market has been difficult.

As GCFM received its 501(c) (3) Federal non-profit status in 2011 (quite an achievement as many farmers’ markets have not been able to qualify in this category), we continue to hope that this will now allow the market to be more active in the search for grants and sponsorship.

In the 2012 American Farmland Trust contest, the GCFM ranked 17<sup>th</sup> in the nation for mid-sized markets and 2<sup>nd</sup> in Louisiana for all markets (small through large).

While both markets continue to be successful and provide business opportunities for small entrepreneurs, due to the generally slow economic recovery, the year 2012 still has not been one of the best years for the German Coast Farmers’ Market (GCFM).

### **Market Data**

East Bank patron count for 2012 was 19,454 and West Bank patron count was 8855 for a total of 28,309. Self-reported vendor sales at both markets totaled \$198,979 in 2012 with total sales for East Bank of \$131,611 and for West Bank of \$67,368. Health and disaster issues for some of our most productive vendors have taken a toll, as well as closures for multiple storm days, resulting in lower total sales at the market.

Per capita spending on the East Bank was \$6.77, on the West Bank \$7.61 and averaged for both markets at \$7.03. While the general state of the economy continues to improve, the pace is slow. We are optimistic that most of our vendors will continue to hold on and we hope that as 2013 progresses, vendor sales will return to the strength of previous years.

### **Cooperative Endeavor with St. Charles Parish**

GCFM continued to be provided with vital assistance from St. Charles Parish, with a Cooperative Endeavor Grant of \$30,000. No farmers’ markets in the US are able to sustain themselves without this type of support.

### **Market Venues**

Strong community support continues to be demonstrated by the provision of market venues at no charge at both market sites. GCFM is grateful to Ormond Plantation and St. Charles Plaza for their support in this fashion.

### **Market Staffing & Volunteers**

- Volunteers are the heartbeat of the market. Over 2882 volunteer hours were provided in 2012, in market booth, board management, financial management, program development, marketing and advertising, correspondence, meetings, volunteer scheduling and other activities. At minimum wage of \$7.25 per hour, this computes to over \$20,894.50 donated in volunteer time. Volunteer manpower continues to be a challenge, both in finding board members and volunteers to work on market day. GCFM has recruited both new board members and new market volunteers throughout the year and continues to look for people to serve in both these areas.
- As always, the GCFM Board spends considerable time in reviewing our By-laws, Market Rules and Regulations, and Arts Market Regulations to insure that they reflect current market operations.
- The market has only one employee, the Market Site Coordinator, and has contracts for services such as the market newsletter, website and publicity, and bookkeeping. The excellent service provided in these areas has been a real boost to market operations and we cannot provide enough praise for the people who carry out these operations.

### **Grants, Seedling Cards, Donations & Revenue**

GCFM has been active in applying for and receiving grants and would welcome the ability to work with the Grants Officer for SCP and future grants. We waited to begin an active search for grants until the confirmation of our federal non-profit status and with that now approved, we hope to work more actively with our parish grants office.

- Grants received totaled \$400
- Seedling Cards to support the market totaled \$445
- Sales of books, etc. totaled \$1,127
- Booth rent to vendors totaled \$12,281
- Membership Fees to vendors totaled \$995

### **Activities**

- **Special Activities** - GCFM has made available special activities on almost all market days, having produced a very exciting calendar:
  - Live Musical Performances
  - Crafts
  - Children's Activities
  - Library Events
  - Book Signings
  - Special Cooking Events
  - Cookbook Exchange
  - Master Gardener's Plant Exchange and other master gardener events
  - Pony and Hay Rides and Petting Zoos
  - Arbor Day Tree Give-away

- Parades and Costume Contests
- Other activities (which are itemized by date on the quarterly reports provided to the Economic Development Department of SCP).

**Market Website and Grapevine (Market Newsletter) and Advertising**

These two elements continue to be very visible and active and are very effective. The Market produces an e-newsletter twice a week which is attractive, informative and an important tool for enticing people to visit the markets. Patrons continue to provide excellent feedback on receiving their newsletters. We solicit email addresses at every market and at any other venues where the market has a presence. GCFM has actively pursued increasing the newsletter email list and this strategy has proved to be a very effective marketing tool.

With a new format for the newsletter including increased information, seasonal recipe index which is now located on website and other attractive links, the newsletter has become even more useful to our customers.

Our marketing and communications specialist has been very active in using social media and advertising, and we see the payoff in the statistics below.

	2010	2011	2012
Year-end Website visitor count	34,635	46,102	54,225
Year-end Unique Visitors to Website	6052	7696	6179
Year-end Active E-newsletter Subscribers	2009	1975	2049
Year-end Facebook Fan “likes”	201	575	873

The Market sold official **GCFM t-shirts** in the Welcome Booth and gave away **GCFM hand fans** (sponsored by First American Bank) to patrons.

Satisfaction Survey 2012 = **189** patron surveys completed

**Resident Business & Entrepreneurship Program**

GCFM continues to work to increase vendor selling opportunities by developing relationships with the Edible Enterprises Food Incubator Program (EEFIP), local restaurants, hospitals, retail outlets and the St. Charles Parish Public School System. GCFM refers all vendors who would find this service useful to the Edible Enterprises for information and consultation.

**Tourism**

The market continues to be a source of tourism information for visitors, providing information to local attractions, historical sites, and restaurants. A Heritage Education brochure has been printed and is distributed at the markets. Books on local history and cooking are sold at the Welcome Booth. Volunteers at the market are often called upon to direct customers to local resources, including genealogical and historical societies and other organizations.

The Pictorial History, as well as books by local authors, is available at the market, often with book signings by the authors. The market continues to be an outlet for local information and history for visitors and residents alike.

Board members have contacted touring groups and have had interest from one group in bringing tours to the Saturday market as part of their River Road excursion.

#### **Senior Nutrition Program**

La. Department of Agriculture & Forestry has signed up farmers and patrons for this program since the program began in July 2008 and the program continues to be popular.

In St. Charles Parish, the German Coast Farmers Market took in 741 coupons this year with 696 coupons distributed to 116 seniors in St. Charles Parish. There were 583 coupons redeemed from those issued in St. Charles Parish and 158 from those issued in other parishes. Each coupon is worth \$4, so seniors spent a total of \$2964 in coupons at GCFM. Farmers and producers received coupons as follows: Gary Schexnaydre (9 coupons – not a market vendor), Timmie Perilloux – 45 coupons, James Zeringue – 244 coupons, Emile Schexnaydre – 9 coupons, Gloria Ranatza – 31 coupons (not a market vendor), Paul Story – 377 coupons, Jannett Cancellia – 26 coupons.

#### **Seed Grant Program**

GCFM continues to offer growers small grants of \$50 for tryouts of new fruits and vegetables not currently available at the market. The County Agent is assisting the growers in their selection of plants and will help them develop and report on trial results.

#### **Taste of the Seasons**

This program is provided in cooperation with LSU AgCenter. Its goal is to provide Nutritional educational Programs using the produce featured at the Farmers Market. Associate Extension Agent Deniese Zeringue provides nutritional educational programs every second Saturday of the month, featuring produce and citrus offered for sale at the Farmers Market, tasting and fact sheets are provided. Educational demonstrations and fact sheets have included:

- Nutritional school lunches and snacks
- Preparation of Fresh Produce
- Benefits of consumption of fresh, local produce and products

At this time, Agent Zeringue has retired and we do not know if the County Agent will continue this program.

We have had cooking demonstrations by chefs from St. Charles Parish Hospital and Ormond Plantation and will continue to provide this type of education and inspiration to our customers.

#### **Vendor Recruitment & Development**

- GCFM actively continues to recruit additional vendors from our regional base. The market provides information targeted to increasing sales for



vendors, including marketing techniques as well as basic information which vendor members of the market need.

- GCFM continues to provide information to our vendors regarding all the permits required to become members – both from SCP taxing authorities, P & Z Dept., and health authorities.
- Health and safety are always one of our priorities and vendors are monitored regarding safe preparation and handling.

#### **Challenges for 2013 and Beyond**

- Recruit and increase both board members and market day volunteers
- Work with P & Z, taxing and health authority to develop a comprehensive and streamlined procedure for vendor permits to qualify for market membership
- Work with SCP grants officer on possibility of assistance with market grants
- Review and upgrade physical requirements at each market (electricity, safety, etc)
- Assist vendors in broadening their offerings, especially in the farming area
- Continue to build our customer base
- Continue to search for new vendors to fill gaps in product offerings
- Continue to provide information to residents and tourists about SCP attractions
- Develop a plan for an all weather venue for at least one of the markets (either in the same location or a different location)
- Work to develop a plan for sustainability of the market administration

The Board of GCFM is very much looking forward to an improved year in 2013. We continue to meet with enthusiasm from both vendors and customers and feel that our efforts to bring farm fresh and value added products to the community and help small businesses develop and thrive are really paying off.

We could never do it without the support of our parish and the Economic Development Department. We hope this partnership will continue to grow and sustain the market.

Rev. Feb 17, 2013

**2013-0059**

**INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF PLANNING & ZONING)**

**ORDINANCE NO.** \_\_\_\_\_

An ordinance approving and authorizing a Home Occupation under the operation of Lawrence Grabert – "J.T's A/C & Heat" – a heating and air conditioning contractor – at 705 Magnolia Ridge Rd, Boutte.

**WHEREAS,** the St. Charles Parish Code of Ordinances, Appendix A, Section XXII states that home occupations requiring any state license or permit must be approved by the Parish Council; and,

**WHEREAS,** the home occupation permit requested by Lawrence Grabert requires licensing by the Louisiana State Licensing Board for Contractors; and,

**WHEREAS,** the St. Charles Parish Planning and Zoning Commission recommended approval of the request at a regular meeting on February 7, 2013.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the request for a home occupation permit by Lawrence Grabert to operate "J.T's A/C & Heat"– a heating and air conditioning contractor – at 705 Magnolia Ridge Rd, Boutte – is approved.

**SECTION II.** That the Department of Planning & Zoning is authorized to grant said home occupation permit.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

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**RECOMMENDATIONS AT A GLANCE**

PZHO-2013-02 requested by Lawrence J. Grabert, Jr. for special permission to operate J.T.'s A/C & Heat, LLC an a/c and heating business at 705 Magnolia Ridge Road, Boutte. Zoning District OL. Council District 4.

**Planning Department Recommendation:**

Approval

**Planning Commission Recommendation:**

Approval

Mr. Gibbs: Next item on the agenda PZHO-2013-02 requested by Lawrence J. Grabert, Jr. for special permission to operate J.T.'s A/C & Heat, LLC an a/c and heating business at 705 Magnolia Ridge Road, Boutte, Zoning District OL. Council District 4. Mr. Romano.

Mr. Romano: Thank you Mr. Chairman. In December, Mr. Grabert completed an application to move the domicile of J.T.'s A/C & Heat, LLC from Avondale to his home in Boutte. The application requires agreeing to the operational regulations listed in Applicable Regulation, and the applicant has been informed that a permit for a home based business does not negate any restrictive covenants that may be on the property. There is no record of complaints or code violations associated with the property.

The request appears before the Planning and Zoning Commission because of the need for a license from the Louisiana State Licensing Board for Contractors.

The business appears to meet the general requirements for home occupations. The Department recommends approval.

Mr. Gibbs: Thank you Mr. Romano. Is there anyone in the audience to speak on PZHO-2013-02?

I'm Lawrence Grabert, Jr. I'm applying for the home occupation.

Mr. Gibbs: Any questions? We wish you luck.

Mr. Grabert: Thank you.

Mr. Gibbs: Cast your vote.

YEAS: Pierre, Foster, Booth, Gibbs, Galliano, Clullee  
NAYS: None  
ABSENT: Frangella

Mr. Gibbs: That's unanimous with Mr. Frangella absent. Mr. Grabert this has to go to the Council and that meeting will be March 11<sup>th</sup>.

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## St. Charles Parish Department of Planning & Zoning

### LAND USE REPORT CASE NUMBER: HO 2013-02

#### GENERAL APPLICATION INFORMATION

- ◆ **Name/Address of Applicant:** Application Date: 12/26/2012  
Lawrence Grabert  
705 Magnolia Ridge Road  
Boutte, LA 70039  
jtsacheat@cox.net
- ◆ **Name of Business**  
J. T's A/C & Heat, LLC
- ◆ **Applicant's description of business:**  
The business is an air condition and heating service company. I repair and install A/C and heating equipment. My home will only be used for office use (phones and computer). I am the only employee and I have one pickup truck that will be used for the business. There will be no shipping or receiving from my home. I pick u-p all material from the supply houses.

#### SITE – SPECIFIC INFORMATION

- ◆ **Existing Land Use and Zoning:**  
Single-family residence in an OL zoning district.
- ◆ **Surrounding Land Uses and Zoning:**  
The site is surrounded by single-family residences in OL zoning.
- ◆ **Traffic Access and parking:**  
The property is developed with a driveway and garage that can stack six or more passenger vehicles.

#### APPLICABLE REGULATIONS

##### Regulations for Home Occupations: Appendix A. Section XXII

##### B. Permit Process:

1. **Pre-Application Orientation:** The Planning Director, or his designated staff, shall advise citizens of the regulations for home occupations such as appropriate activities for home occupations, operational regulations, and consequences for violating operational regulations. The Planning Director, or his designated staff, shall determine whether the premises to be permitted is in compliance with the St. Charles Parish code of Ordinances, or what measures must be taken to bring the premises into compliance prior to consideration of an application for a home occupation permit.
2. **Application:** A citizen who proposes appropriate activities at a residence that is not under citation for violation of this Code may apply for a permit for a home occupation. The fee shall be two hundred dollars (\$200.00). The applicant will agree to follow operational regulations. When an applicant does not own the subject property, the applicant must provide notarized endorsement of the application by the property owner.
3. **Departmental Review:** The Planning Director, or his designated staff, shall determine whether the proposed activity complies with the operational regulations of this section. The operational regulations are a guideline.
4. **Public Notice and Comment:**
  - a. Once the Planning Director has determined that the proposed activity meets the general parameters of this code and the operational requirements of this section, the property shall be posted for ten (10) days with a sign stating that the resident has applied for a permit to operate a home occupation and that the Department of Planning and Zoning will receive and record public comment on the application for the same ten (10) calendar days.
  - b. A copy of the application shall be forwarded to the District Councilman and both Councilman-At-Large.
5. **Determination:** The Planning Director shall consider the nature of the home occupation, the operational regulations, the relationship of the proposed home occupation to neighboring properties, requirements for state permits and licenses, and take one of the following actions:
  - a. Issue a Home Occupational Permit with or without written conditions, for those occupations that do not require state permit or license.
  - b. Forward applications requiring state permits or licenses along with a recommendation of the Department to the Planning and Zoning Commission for public hearing and recommendation and to the Parish Council for public hearing and decision.
  - c. Deny the application.

##### C. Operational Regulations:

1. All products produced for sale must be hand manufactured or grown on the premises using only hand tools or domestic mechanical equipment. Such domestic mechanical equipment shall not exceed two (2) horsepower per piece of equipment, and the sum total of all such equipment shall not exceed six (6) horsepower. A single kiln shall not exceed eight (8) kilowatts or the equivalent in a gas-fired fixture.
2. All sales of products, including those produced or grown on the premises, and the performance of all services shall take place off the premises. However, the Planning Director may permit on-premises sales or the performance of services as a condition of a home occupation permit when it may be found that such sales or services will not produce any detrimental effects upon the surrounding neighborhood. This may include but is not limited to snowball stands, tax and legal services. The Department may impose conditions regulating the duration, scope, and size of operation.
3. There shall be no signs posted which indicate the existence of the home occupation.
4. No licensed vehicle in excess of one (1) ton (manufacturer's rating), and no more than one (1) licensed motorized vehicle, shall be utilized by any resident of the premises in connection with the home occupation. (Ord. No. 03-8-11, § 1, 8-18-03)
5. Only the residents of the premises shall be engaged in the home occupation.
6. There shall be no outdoor storage of materials or products on the premises except as otherwise permitted by the Planning Director. Indoor storage of material or products shall not exceed twenty (20) percent of the gross floor area of the dwelling.
7. Home occupations, except for horticultural uses, shall be conducted only within a structure on the premises.
8. The home occupation shall not eliminate required off-street parking.
9. The home occupation shall not cause any external effect associated with the home occupation, such as increased noise, excessive traffic, excessive lighting, or offensive odor, which is incompatible with the characteristics of the residential zone, or in violation of the revisions of any applicable governmental code. There shall be no illegal discharge of materials, fluids, or gases into the sewer system, or any other manner of discharging such items in violation of any applicable governmental code.
10. The resident or residents engaged in the home occupation shall possess a current St. Charles Parish Occupational License and health certification from the Parish Health Unit when required. An inspection approval from the State Fire Marshal shall be required when any food preparation requiring ovens or stoves, mechanical equipment, a simple kiln, or gas-fired fixture are necessary for production.
11. Home occupation activities which include the manufacture, sale, or repair firearms (or any related commercial activity) shall be prohibited in R-2 and R-3 residential zoning districts, and shall be additionally prohibited on residentially zoned lots which contain more than one dwelling unit. (Ord. No. 96-7-4, 96-7-4)
12. No alcoholic beverages shall be sold or provided in connection with the operation of a home occupation. (Ord. No. 98-8-1, 8-3-98)
13. Home occupation permit holders shall provide annual evidence of valid occupational licensing as issued by the St. Charles Parish Sheriff's Office. Evidence of occupational licensing shall be provided to the Department of Planning and Zoning by March 31st of each calendar year. (Ord. No. 98-8-14, 8-17-98)

## **FINDINGS**

In December, Mr. Grabert completed an application to move the domicile of J.T.'s A/C & Heat, LLC from Avondale to his home in Boutte. The application requires agreeing to the operational regulations listed in Applicable Regulation, and the applicant has been informed that a permit for a home based business does not negate any restrictive covenants that may be on the property. There is no record of complaints or code violations associated with the property.

The request appears before the Planning and Zoning Commission because of the need for a license from the Louisiana State Licensing Board for Contractors.

The business appears to meet the general requirements for home occupations.

## **DEPARTMENT RECOMMENDATIONS**

### **Approval.**







**2013-0060**

**INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF PLANNING & ZONING)**

**ORDINANCE NO.** \_\_\_\_\_

An ordinance approving and authorizing a Home Occupation under the operation of Robert Donald Meyer – “Louisiana Tree Company” – a licensed arborist– at 106 Judy Court, Montz.

**WHEREAS**, the St. Charles Parish Code of Ordinances, Appendix A, Section XXII states that home occupations requiring any state license or permit must be approved by the Parish Council; and,

**WHEREAS**, the home occupation permit requested by Robert Donald Meyer requires licensing by the Louisiana State Horticultural Commission; and,

**WHEREAS**, the St. Charles Parish Planning and Zoning Commission recommended approval of the request at a regular meeting on February 7, 2013.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the request for a home occupation permit by Robert Donald Meyer to operate “Louisiana Tree Company”– a licensed arborist – at 106 Judy Court, Montz – is approved.

**SECTION II.** That the Department of Planning & Zoning is authorized to grant said home occupation permit.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

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**RECOMMENDATIONS AT A GLANCE**

PZHO-2013-03 requested by Robert Donald Meyer for special permission to operate Louisiana Tree Company planting, removing and pruning trees at 106 Judy Court, Montz. Zoning District R-1A. Council District 6.

**Planning Department Recommendation:**

Approval

**Planning Commission Recommendation:**

Approval

Mr. Gibbs: Next item on the agenda is PZHO-2013-03 requested by Robert Donald Meyer for special permission to operate Louisiana Tree Company planting, removing and pruning trees at 106 Judy Court, Montz. Zoning District R-1A. Council District 6. Mr. Romano.

Mr. Romano: Thank you Mr. Chairman. In early January, Mr. Meyer completed his application to move his business, Louisiana Tree Company, a licensed arborist, to his residence at 106 Judy Court. Louisiana Tree Company formerly operated as R & J Tree Service domiciled in New Orleans. City of New Orleans reported no code violations were associated with the business.

The request appears before the Planning and Zoning Commission because of the need for licensing by the Louisiana Horticultural Commission, and Louisiana Tree Company is listed as a licensed arborist (12/20/2012 Licensed Arborist List).

The applicant has been informed that zoning compliance for a home occupation does not negate restrictive covenants, and he has indicated that other than office work, business activities occur away from the business.

The Department recommends approval.

Mr. Gibbs: Thank you Mr. Romano. Is there anyone in the audience to speak on behalf of PZHO-2013-03?

I'm Mr. Robert Meyer, I reside at 106 Judy Court. I own Louisiana Tree Company.

Mr. Gibbs: Are you going to have any of the large trucks that you cut the trees down with?

Mr. Meyer: All my heavy equipment is kept in a yard in Kenner.

Mr. Gibbs: That's the only concern I had.

Mr. Meyer: the only thing I have is a pick up truck in my driveway.

Mr. Gibbs: Wonderful. Good Luck to you. Anyone else top speak for PZHO-2013-03? Seeing none, cast your vote please.

YEAS: Pierre, Foster, Booth, Gibbs, Galliano, Clulee  
NAYS: None  
ABSENT: Frangella

Mr. Gibbs: That's unanimous with Mr. Frangella absent. That also goes to the Council Mr. Meyer on March 11<sup>th</sup>.

Mr. Meyer: Then what's the next process?

Mr. Gibbs: That should be it.

Ms. Marousek: Then you come to the Department.

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# St. Charles Parish

## Department of Planning & Zoning

### LAND USE REPORT

#### CASE NUMBER: HO 2013-03

#### GENERAL APPLICATION INFORMATION

- ◆ **Name/Address of Applicant:** **Application Date:** 1/3/2013  
Robert Donald Meyer  
106 Judy Court  
Montz, LA 70068  
504.220.7999 / 985.287.0300 / [RDMTrees@yahoo.com](mailto:RDMTrees@yahoo.com)
- ◆ **Location of Site:**  
Same
- ◆ **Applicant's description of business:**  
Louisiana Tree Company: printer, computer, pressure washer, chainsaws, UPS shipping boxes, planting, remove, & pruning trees.

#### SITE – SPECIFIC INFORMATION

- ◆ **Existing Land Use and Zoning:**  
Single-family residence in an R-1A zoning district.
- ◆ **Surrounding Land Uses and Zoning:**  
The site is surrounded by site-built, single-family residences and R-1A zoning.
- ◆ **Traffic Access and parking:**  
The property is developed with a hard surface that can accommodate as many as four passenger vehicles.

#### APPLICABLE REGULATIONS

##### Regulations for Home Occupations: Appendix A. Section XXII

##### B. Permit Process:

1. **Pre-Application Orientation:** The Planning Director, or his designated staff, shall advise citizens of the regulations for home occupations such as appropriate activities for home occupations, operational regulations, and consequences for violating operational regulations. The Planning Director, or his designated staff, shall determine whether the premises to be permitted is in compliance with the St. Charles Parish code of Ordinances, or what measures must be taken to bring the premises into compliance prior to consideration of an application for a home occupation permit.
2. **Application:** A citizen who proposes appropriate activities at a residence that is not under citation for violation of this Code may apply for a permit for a home occupation. The fee shall be two hundred dollars (\$200.00). The applicant will agree to follow operational regulations. When an applicant does not own the subject property, the applicant must provide notarized endorsement of the application by the property owner.
3. **Departmental Review:** The Planning Director, or his designated staff, shall determine whether the proposed activity complies with the operational regulations of this section. The operational regulations are a guideline.
4. **Public Notice and Comment:**
  - a. Once the Planning Director has determined that the proposed activity meets the general parameters of this code and the operational requirements of this section, the property shall be posted for ten (10) days with a sign stating that the resident has applied for a permit to operate a home occupation and that the Department of Planning and Zoning will receive and record public comment on the application for the same ten (10) calendar days.
  - b. A copy of the application shall be forwarded to the District Councilman and both Councilman-At-Large.
5. **Determination:** The Planning Director shall consider the nature of the home occupation, the operational regulations, the relationship of the proposed home occupation to neighboring properties, requirements for state permits and licenses, and take one of the following actions:
  - a. Issue a Home Occupational Permit with or without written conditions, for those occupations that do not require state permit or license.
  - b. Forward applications requiring state permits or licenses along with a recommendation of the Department to the Planning and Zoning Commission for public hearing and recommendation and to the Parish Council for public hearing and decision.
  - c. Deny the application.

##### C. Operational Regulations:

1. All products produced for sale must be hand manufactured or grown on the premises using only hand tools or domestic mechanical equipment. Such domestic mechanical equipment shall not exceed two

- (2) horsepower per piece of equipment, and the sum total of all such equipment shall not exceed six (6) horsepower. A single kiln shall not exceed eight (8) kilowatts or the equivalent in a gas-fired fixture.
2. All sales of products, including those produced or grown on the premises, and the performance of all services shall take place off the premises. However, the Planning Director may permit on-premises sales or the performance of services as a condition of a home occupation permit when it may be found that such sales or services will not produce any detrimental effects upon the surrounding neighborhood. This may include but is not limited to snowball stands, tax and legal services. The Department may impose conditions regulating the duration, scope, and size of operation.
  3. There shall be no signs posted which indicate the existence of the home occupation.
  4. No licensed vehicle in excess of one (1) ton (manufacturer's rating), and no more than one (1) licensed motorized vehicle, shall be utilized by any resident of the premises in connection with the home occupation. (Ord. No. 03-8-11, § 1, 8-18-03)
  5. Only the residents of the premises shall be engaged in the home occupation.
  6. There shall be no outdoor storage of materials or products on the premises except as otherwise permitted by the Planning Director. Indoor storage of material or products shall not exceed twenty (20) percent of the gross floor area of the dwelling.
  7. Home occupations, except for horticultural uses, shall be conducted only within a structure on the premises.
  8. The home occupation shall not eliminate required off-street parking.
  9. The home occupation shall not cause any external effect associated with the home occupation, such as increased noise, excessive traffic, excessive lighting, or offensive odor, which is incompatible with the characteristics of the residential zone, or in violation of the revisions of any applicable governmental code. There shall be no illegal discharge of materials, fluids, or gases into the sewer system, or any other manner of discharging such items in violation of any applicable governmental code.
  10. The resident or residents engaged in the home occupation shall possess a current St. Charles Parish Occupational License and health certification from the Parish Health Unit when required. An inspection approval from the State Fire Marshal shall be required when any food preparation requiring ovens or stoves, mechanical equipment, a simple kiln, or gas-fired fixture are necessary for production.
  11. Home occupation activities which include the manufacture, sale, or repair firearms (or any related commercial activity) shall be prohibited in R-2 and R-3 residential zoning districts, and shall be additionally prohibited on residentially zoned lots which contain more than one dwelling unit. (Ord. No. 96-7-4, 96-7-4)
  12. No alcoholic beverages shall be sold or provided in connection with the operation of a home occupation. (Ord. No. 98-8-1, 8-3-98)
  13. Home occupation permit holders shall provide annual evidence of valid occupational licensing as issued by the St. Charles Parish Sheriff's Office. Evidence of occupational licensing shall be provided to the Department of Planning and Zoning by March 31st of each calendar year. (Ord. No. 98-8-14, 8-17-98)

## **FINDINGS**

In early January, Mr. Meyer completed his application to move his business, Louisiana Tree Company, a licensed arborist, to his residence at 106 Judy Court. Louisiana Tree Company formerly operated as R & J Tree Service domiciled in New Orleans. City of New Orleans reported no code violations were associated with the business.

The request appears before the Planning and Zoning Commission because of the need for licensing by the Louisiana Horticultural Commission, and Louisiana Tree Company is listed as a licensed arborist (12/20/2012 Licensed Arborist List).

The applicant has been informed that zoning compliance for a home occupation does not negate restrictive covenants, and he has indicated that other than office work, business activities occur away from the business.

## **DEPARTMENT RECOMMENDATIONS**

### **Approval.**





**2013-0061**

**INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF PLANNING & ZONING)**

**ORDINANCE NO. \_\_\_\_\_**

An ordinance approving and authorizing a Home Occupation under the operation of Wendy and Mark Abate – "Xtreme Inflatables, LLC" – space walk rentals– at 146 Dixie Dr., Des Allemands.

**WHEREAS,** the St. Charles Parish Code of Ordinances, Appendix A, Section XXII states that home occupations requiring any state license or permit must be approved by the Parish Council; and,

**WHEREAS,** the home occupation permit requested by Wendy and Mark Abate requires annual inspections/approval by the Louisiana State Fire Marshal; and,

**WHEREAS,** the St. Charles Parish Planning and Zoning Commission recommended approval of the request at a regular meeting on February 7, 2013, with a stipulation that no more than two inflatables may operate at any one time on the subject property.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the request for a home occupation permit by Wendy and Mark Abate to operate "Xtreme Inflatables, LLC"– spacewalk rentals – at 146 Dixie Dr., Des Allemands – is approved.

**SECTION II.** That the Department of Planning & Zoning is authorized to grant said home occupation permit with the stipulation that no more than two inflatables may operate at any one time on the subject property.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

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**RECOMMENDATIONS AT A GLANCE**

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PZHO-2013-04 requested by Wendy & Mark Abate for special permission to operate Brother-n-Laws Extreme Inflatables, LLC spacewalks at 146 Dixie Drive, Des Allemands. Zoning District R-1A. Council District 4.

**Planning Department Recommendation:**

Approval with the stipulation that no more than 2 inflatables are operated on the subject property one time.

**Planning Commission Recommendation:**

Approval with the stipulation that no more than 2 inflatables are operated on the subject property one time.

Mr. Gibbs: Next item on the agenda is PZHO-2013-04 requested by Wendy & Mark Abate for special permission to operate Brother-n-Laws Extreme Inflatables, LLC spacewalks at 146 Dixie Drive, Des Allemands. Zoning District R-1A. Council District 4. Mr. Romano.

Mr. Romano: Thank you Mr. Chairman. In November 2012, Code Enforcement responded to a complaint regarding an unpermitted business operating at 146 Dixie Drive. In January, the Abates completed an application to use their residence as the home office for Brother-in-Laws Xtreme Inflatables, LLC.

Completion of the application requires agreeing to the operational regulations listed above. The Abates have been informed that zoning compliance for a home based business does not negate any restrictive covenants on the property.

The request appears before the Planning and Zoning Commission because of the need for annual inspection and approval by the Fire Marshal.

Because of noise, the Department recommends that the applicant be restricted to having no more than two (2) inflatables operating at any one time on his property.

The Department recommends Approval with the following stipulation –

No more than two (2) inflatables may operate at any one time on the subject property.

Mr. Gibbs: Thank you Mr. Romano. Is there anyone in the audience to speak in favor of PZHO-2013-04?

Mark Abate, 146 Dixie Drive. I'm Sr. but it's actually my son's business. For the record, no inflatables will be blown up, we clean them at the residence that actually have them for the day unless it's raining or sloppy and it gets blown up and cleaned before the new people have it at their residence. The only time we have them blown up is when we have a party. We don't have that many kids so we blow them up one at a time. We only have so much yard anyway. I'm familiar with this, now I'm out of Kenner, with this I know the regulations we don't do anything to aggravate any of the neighbors.

Mr. Gibbs: How many inflatables do you guys have?

Mr. Abate: 7, 6 but one of them is actually 2 pieces.

Mr. Gibbs: Any other questions? Thank you Mr. Abate. Anyone else in the audience to speak on PZHO-2013-04? Seeing none cast your vote please.

Mr. Booth: With the stipulation no more than 2 are operated on the subject property at one time.

YEAS:	Pierre, Foster, Booth, Gibbs, Galliano, Clulee
NAYS:	None
ABSENT:	Frangella

Mr. Gibbs: That's unanimous with Mr. Frangella absent. That also goes to the Council Mr. Meyer on March 11<sup>th</sup>.

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## St. Charles Parish Department of Planning & Zoning

### LAND USE REPORT CASE NUMBER: HO 2013-04

#### GENERAL APPLICATION INFORMATION

- ◆ **Name/Address of Applicant:** **Application Date:** 1/5/13  
Wendy and Mark Abate  
146 Dixie Drive  
Des Allemands, LA 70030  
985.758.3279 / 504.810.3548 / 504.432.6400  
Extreme.inflatables@yahoo.com
- ◆ **Location of Site:**  
Same
- ◆ **Applicant's description of business:**  
We are storing seven (7) Space Walks in a 24' x 36' garage. We only put them in the back of a pick up truck and deliver them. No set up required at the home address. All jumpers are cleaned at customers' residences. The only time we have one blown up at our house is for our parties.

#### SITE – SPECIFIC INFORMATION

- ◆ **Existing Land Use and Zoning:**  
Single-family residence in an R-1A zoning district.
- ◆ **Surrounding Land Uses and Zoning:**  
The site is surrounded by residential uses and R-1A zoning.
- ◆ **Traffic Access and parking:**  
The property is developed with a large driveway, a three-car garage, accessory buildings that can accommodate storage of the business.

#### APPLICABLE REGULATIONS

##### Regulations for Home Occupations: Appendix A. Section XXII

##### B. Permit Process:

1. **Pre-Application Orientation:** The Planning Director, or his designated staff, shall advise citizens of the regulations for home occupations such as appropriate activities for home occupations, operational regulations, and consequences for violating operational regulations. The Planning Director, or his designated staff, shall determine whether the premises to be permitted is in compliance with the St. Charles Parish code of Ordinances, or what measures must be taken to bring the premises into compliance prior to consideration of an application for a home occupation permit.
2. **Application:** A citizen who proposes appropriate activities at a residence that is not under citation for violation of this Code may apply for a permit for a home occupation. The fee shall be two hundred dollars (\$200.00). The applicant will agree to follow operational regulations. When an applicant does not own the subject property, the applicant must provide notarized endorsement of the application by the property owner.
3. **Departmental Review:** The Planning Director, or his designated staff, shall determine whether the proposed activity complies with the operational regulations of this section. The operational regulations are a guideline.
4. **Public Notice and Comment:**
  - a. Once the Planning Director has determined that the proposed activity meets the general parameters of this code and the operational requirements of this section, the property shall be posted for ten (10) days with a sign stating that the resident has applied for a permit to operate a home occupation and that the Department of Planning and Zoning will receive and record public comment on the application for the same ten (10) calendar days.
  - b. A copy of the application shall be forwarded to the District Councilman and both Councilman-At-Large.
5. **Determination:** The Planning Director shall consider the nature of the home occupation, the operational regulations, the relationship of the proposed home occupation to neighboring properties, requirements for state permits and licenses, and take one of the following actions:
  - a. Issue a Home Occupational Permit with or without written conditions, for those occupations that do not require state permit or license.
  - b. Forward applications requiring state permits or licenses along with a recommendation of the Department to the Planning and Zoning Commission for public hearing and recommendation and to the Parish Council for public hearing and decision.
  - c. Deny the application.



### C. Operational Regulations:

1. All products produced for sale must be hand manufactured or grown on the premises using only hand tools or domestic mechanical equipment. Such domestic mechanical equipment shall not exceed two (2) horsepower per piece of equipment, and the sum total of all such equipment shall not exceed six (6) horsepower. A single kiln shall not exceed eight (8) kilowatts or the equivalent in a gas-fired fixture.
2. All sales of products, including those produced or grown on the premises, and the performance of all services shall take place off the premises. However, the Planning Director may permit on-premises sales or the performance of services as a condition of a home occupation permit when it may be found that such sales or services will not produce any detrimental effects upon the surrounding neighborhood. This may include but is not limited to snowball stands, tax and legal services. The Department may impose conditions regulating the duration, scope, and size of operation.
3. There shall be no signs posted which indicate the existence of the home occupation.
4. No licensed vehicle in excess of one (1) ton (manufacturer's rating), and no more than one (1) licensed motorized vehicle, shall be utilized by any resident of the premises in connection with the home occupation. (Ord. No. 03-8-11, § 1, 8-18-03)
5. Only the residents of the premises shall be engaged in the home occupation.
6. There shall be no outdoor storage of materials or products on the premises except as otherwise permitted by the Planning Director. Indoor storage of material or products shall not exceed twenty (20) percent of the gross floor area of the dwelling.
7. Home occupations, except for horticultural uses, shall be conducted only within a structure on the premises.
8. The home occupation shall not eliminate required off-street parking.
9. The home occupation shall not cause any external effect associated with the home occupation, such as increased noise, excessive traffic, excessive lighting, or offensive odor, which is incompatible with the characteristics of the residential zone, or in violation of the revisions of any applicable governmental code. There shall be no illegal discharge of materials, fluids, or gases into the sewer system, or any other manner of discharging such items in violation of any applicable governmental code.
10. The resident or residents engaged in the home occupation shall possess a current St. Charles Parish Occupational License and health certification from the Parish Health Unit when required. An inspection approval from the State Fire Marshal shall be required when any food preparation requiring ovens or stoves, mechanical equipment, a simple kiln, or gas-fired fixture are necessary for production.
11. Home occupation activities which include the manufacture, sale, or repair firearms (or any related commercial activity) shall be prohibited in R-2 and R-3 residential zoning districts, and shall be additionally prohibited on residentially zoned lots which contain more than one dwelling unit. (Ord. No. 96-7-4, 96-7-4)
12. No alcoholic beverages shall be sold or provided in connection with the operation of a home occupation. (Ord. No. 98-8-1, 8-3-98)
13. Home occupation permit holders shall provide annual evidence of valid occupational licensing as issued by the St. Charles Parish Sheriff's Office. Evidence of occupational licensing shall be provided to the Department of Planning and Zoning by March 31st of each calendar year. (Ord. No. 98-8-14, 8-17-98)

### FINDINGS

In November 2012, Code Enforcement responded to a complaint regarding an unpermitted business operating at 146 Dixie Drive. In January, the Abates completed an application to use their residence as the home office for Brother-in-Laws Xtreme Inflatables, LLC.

Completion of the application requires agreeing to the operational regulations listed above. The Abates have been informed that zoning compliance for a home based business does not negate any restrictive covenants on the property.

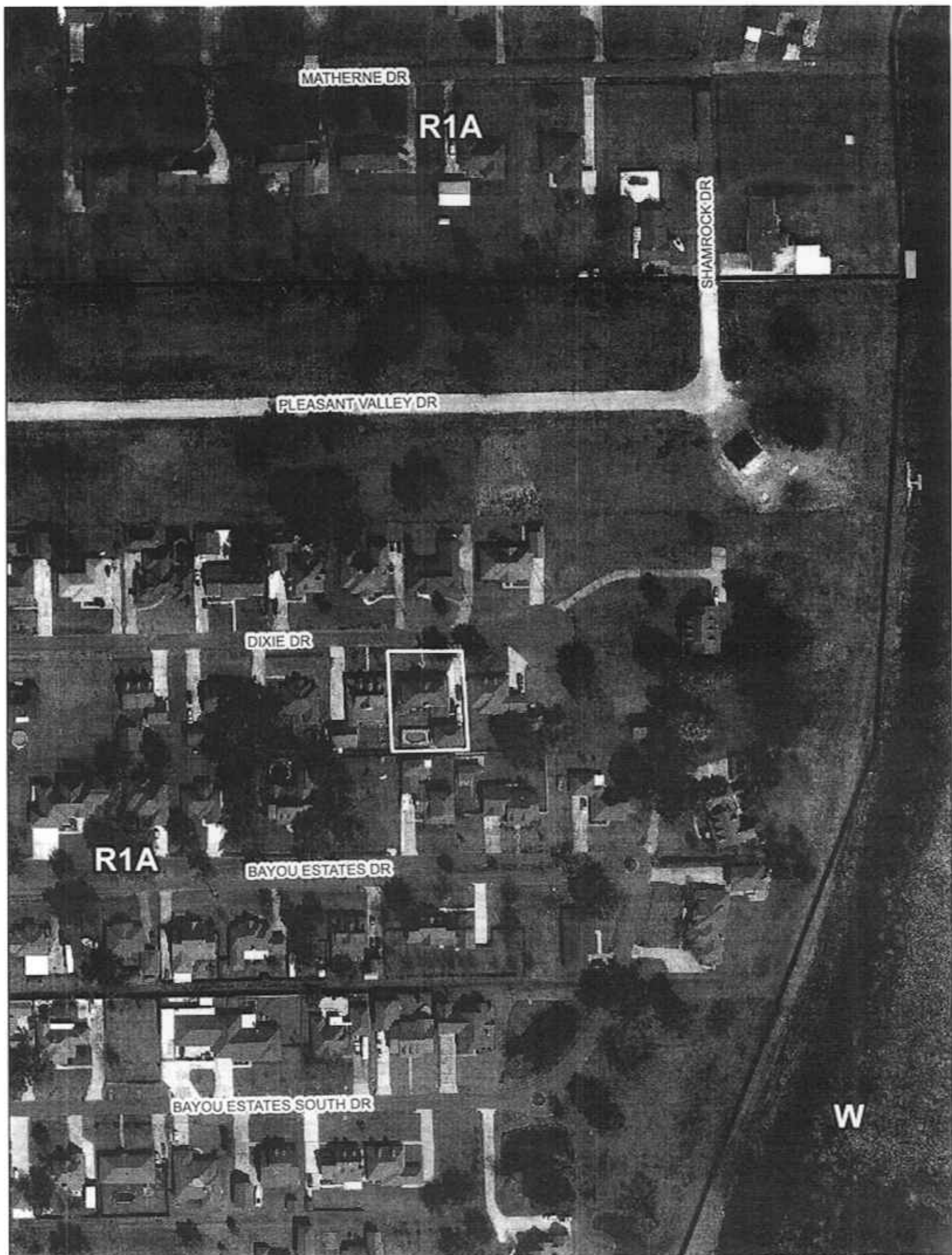
The request appears before the Planning and Zoning Commission because of the need for annual inspection/approval by the Fire Marshal.

Because of noise, the Department recommends that the applicant be restricted to having no more than two (2) inflatables operating at any one time on his property.

### DEPARTMENT RECOMMENDATIONS

#### Approval with the following stipulation:

**No more than two (2) inflatables may operate at any one time on the subject property.**



**2013-0062****INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF PLANNING & ZONING)****ORDINANCE NO. \_\_\_\_\_**

An ordinance approving and authorizing a Home Occupation under the operation of Tina Berteau – “Studio 124” – a hair salon– at 124 Ducayet Drive, Destrehan.

**WHEREAS,** the St. Charles Parish Code of Ordinances, Appendix A, Section XXII states that home occupations requiring any state license or permit must be approved by the Parish Council; and,

**WHEREAS,** the home occupation permit requested by Tina Berteau requires licensing by the Louisiana Cosmetology Board; and,

**WHEREAS,** the St. Charles Parish Planning and Zoning Commission recommended approval of the request at a regular meeting on February 7, 2013, with a stipulation that the applicant comply with building code requirements.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the request for a home occupation permit by Tina Berteau to operate “Studio 124”– a hair salon – at 124 Ducayet Drive, Destrehan – is approved.

**SECTION II.** That the Department of Planning & Zoning is authorized to grant said home occupation permit with the stipulation that the applicant comply with building code requirements.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

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**RECOMMENDATIONS AT A GLANCE**

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PZHO-2013-05 requested by Tina Berteau for special permission to operate Studio 124 a hair salon at 124 Ducayet Drive, Destrehan. Zoning District R-1A. Council District 3.

**Planning Department Recommendation:**

Approval with the stipulation that the business is in compliance with building codes.

**Planning Commission Recommendation:**

Approval with the stipulation that the business is in compliance with building codes.

Mr. Gibbs: Next item on the agenda is PZHO-2013-05 requested by Tina Berteau for special permission to operate Studio 124 a hair salon at 124 Ducayet Drive, Destrehan. Zoning District R-1A. Council District 3. Mr. Romano.

Mr. Romano: Thank you Mr. Chairman. Ms. Berteau applied for a permit to operate a one chair, one washbowl, one dryer salon in her home in early January. In addition to the requirement for two additional off-street parking stalls for customers, a home-based salon must meet the requirements of the Cosmetology Board, the State Fire Marshal (Life Safety Code), and the Building Official (Louisiana State Uniform Construction Code).

The applicant is confident that the Cosmetology Board will approve the business. There appears to be adequate area to develop the required parking stalls in the existing circular driveway; however, a site plan at the time of writing has not yet been submitted, I checked the file and I do see one in our file. The applicant is working with the State Fire Marshal and the Building Official to comply with their requirements. Issuance of the home occupation license should be contingent upon the approvals of a site plan, Building Official approval and State Fire Marshal approval.

Ms. Berteau has been informed that zoning compliance for a business will not negate any restrictive covenants that may be on the property.

The Department's recommendation is Approval contingent upon the following:

1. Approval of a site plan
2. Compliance with building codes
3. Compliance with Fire Marshal requirements

Mr. Gibbs: Thank you Mr. Romano. Anyone in the audience to speak on PZHO-2013-05?

My name is Tina Berteau, 124 Ducayet Drive and I am applying for a permit to operate a home based salon. That was submitted.

Mr. Romano: I've been informed that the fire marshal has already been approved as well.

Mr. Clulce: You do understand with the Department the recommendation with those 3 little deals.

Ms. Berteau: I do. Thank you.

Mr. Gibbs: Anyone to speak in favor or against PZHO-2013-05?

Mary Schmidt, 130 Ducayet Drive and I approve the application, I'm in favor of it and I know that Ms. Berteau will abide by all regulations.

Mr. Gibbs: Thank you ma'am.

Paula Skaggs, 104 Hurst Court, I approve Tina Berteau's application and I too am sure that she will abide by all rules.

Mr. Gibbs: Thank you.

Ella Campo, 105 Ducayet Drive. I have no objections to Ms. Berteau's request.

Mr. Gibbs: Thank you.

I'm John Campo, I live at 105 Ducayet Drive, I've lived there for the last 27 years. I am also a home occupational license holder for the last 21 years and I strongly believe that I as part of a growing number of individuals who are doing this across the country and it's becoming a stronger part of our economy. It's a personal belief of mine that the more people that are staying in the neighborhood and working makes my neighborhood safer and I can vouch for that. So I am definitely in favor of this.



Ms. Marousek: Can I make one recommendation since we have the fire marshal approval and the site plan is approved that we just stipulate the building codes under that section.  
Mr. Booth: I recommend that we comply with building codes.

Mr. Clulee: I second.

Mr. Gibbs: Cast your vote.

YEAS: Pierre, Foster, Booth, Gibbs, Galliano, Clulee  
NAYS: None  
ABSENT: Frangella

Mr. Gibbs: That's unanimous with Mr. Frangella absent. That also goes to the Council  
Ms. Berteau and that's on March 11.

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## St. Charles Parish Department of Planning & Zoning

### LAND USE REPORT CASE NUMBER: HO 2013-05

#### GENERAL APPLICATION INFORMATION

- ◆ **Name/Address of Applicant:** Application Date: 12/26/2012  
Tina Berteau  
124 Ducayet Drive  
Destrehan LA 70047  
985.764.9396; 985.210.1995; Tberteau11@gmail.com
- ◆ **Name of Business**  
Studio 124
- ◆ **Applicant's description of business:**  
Hair salon. Will operate by appointment only. No personnel, operated strictly by Tina Berteau. Occasional UPS deliver at home; personal car at home.

#### SITE – SPECIFIC INFORMATION

- ◆ **Existing Land Use and Zoning:**  
Single-family residence in an R-1A zoning district.
- ◆ **Surrounding Land Uses and Zoning:**  
The site is surrounded by single-family residences in R-1A zoning.
- ◆ **Traffic Access and parking:**  
The property is developed with 65' long driveway that can stack three passenger vehicles. The applicant proposes installing an additional circular driveway; at the time of writing this report, a sketch is being prepared.

#### APPLICABLE REGULATIONS

##### Regulations for Home Occupations: Appendix A. Section XXII

##### B. Permit Process:

1. **Pre-Application Orientation:** The Planning Director, or his designated staff, shall advise citizens of the regulations for home occupations such as appropriate activities for home occupations, operational regulations, and consequences for violating operational regulations. The Planning Director, or his designated staff, shall determine whether the premises to be permitted is in compliance with the St. Charles Parish code of Ordinances, or what measures must be taken to bring the premises into compliance prior to consideration of an application for a home occupation permit.
2. **Application:** A citizen who proposes appropriate activities at a residence that is not under citation for violation of this Code may apply for a permit for a home occupation. The fee shall be two hundred dollars (\$200.00). The applicant will agree to follow operational regulations. When an applicant does not own the subject property, the applicant must provide notarized endorsement of the application by the property owner.
3. **Departmental Review:** The Planning Director, or his designated staff, shall determine whether the proposed activity complies with the operational regulations of this section. The operational regulations are a guideline.
4. **Public Notice and Comment:**
  - a. Once the Planning Director has determined that the proposed activity meets the general parameters of this code and the operational requirements of this section, the property shall be posted for ten (10) days with a sign stating that the resident has applied for a permit to operate a home occupation and that the Department of Planning and Zoning will receive and record public comment on the application for the same ten (10) calendar days.
  - b. A copy of the application shall be forwarded to the District Councilman and both Councilman-At-Large.
5. **Determination:** The Planning Director shall consider the nature of the home occupation, the operational regulations, the relationship of the proposed home occupation to neighboring properties, requirements for state permits and licenses, and take one of the following actions:
  - a. Issue a Home Occupational Permit with or without written conditions, for those occupations that do not require state permit or license.
  - b. Forward applications requiring state permits or licenses along with a recommendation of the Department to the Planning and Zoning Commission for public hearing and recommendation and to the Parish Council for public hearing and decision.
  - c. Deny the application.

##### C. Operational Regulations:

1. All products produced for sale must be hand manufactured or grown on the premises using only hand tools or domestic mechanical equipment. Such domestic mechanical equipment shall not exceed two (2) horsepower per piece of equipment, and the sum total of all such equipment shall not exceed six (6) horsepower. A single kiln shall not exceed eight (8) kilowatts or the equivalent in a gas-fired fixture.
2. All sales of products, including those produced or grown on the premises, and the performance of all services shall take place off the premises. However, the Planning Director may permit on-premises sales or the performance of services as a condition of a home occupation permit when it may be found that such sales or services will not produce any detrimental effects upon the surrounding neighborhood. This may include but is not limited to snowball stands, tax and legal services. The Department may impose conditions regulating the duration, scope, and size of operation.
3. There shall be no signs posted which indicate the existence of the home occupation.
4. No licensed vehicle in excess of one (1) ton (manufacturer's rating), and no more than one (1) licensed motorized vehicle, shall be utilized by any resident of the premises in connection with the home occupation. (Ord. No. 03-8-11, § 1, 8-18-03)
5. Only the residents of the premises shall be engaged in the home occupation.
6. There shall be no outdoor storage of materials or products on the premises except as otherwise permitted by the Planning Director. Indoor storage of material or products shall not exceed twenty (20) percent of the gross floor area of the dwelling.
7. Home occupations, except for horticultural uses, shall be conducted only within a structure on the premises.
8. The home occupation shall not eliminate required off-street parking.
9. The home occupation shall not cause any external effect associated with the home occupation, such as increased noise, excessive traffic, excessive lighting, or offensive odor, which is incompatible with the characteristics of the residential zone, or in violation of the revisions of any applicable governmental code. There shall be no illegal discharge of materials, fluids, or gases into the sewer system, or any other manner of discharging such items in violation of any applicable governmental code.
10. The resident or residents engaged in the home occupation shall possess a current St. Charles Parish Occupational License and health certification from the Parish Health Unit when required. An inspection approval from the State Fire Marshal shall be required when any food preparation requiring ovens or stoves, mechanical equipment, a simple kiln, or gas-fired fixture are necessary for production.
11. Home occupation activities which include the manufacture, sale, or repair firearms (or any related commercial activity) shall be prohibited in R-2 and R-3 residential zoning districts, and shall be additionally prohibited on residentially zoned lots which contain more than one dwelling unit. (Ord. No. 96-7-4, 96-7-4)
12. No alcoholic beverages shall be sold or provided in connection with the operation of a home occupation. (Ord. No. 98-8-1, 8-3-98)
13. Home occupation permit holders shall provide annual evidence of valid occupational licensing as issued by the St. Charles Parish Sheriff's Office. Evidence of occupational licensing shall be provided to the Department of Planning and Zoning by March 31st of each calendar year. (Ord. No. 98-8-14, 8-17-98)

## **FINDINGS**

Ms. Berteau applied for a permit to operate a one chair, one washbowl, one dryer salon in her home in early January. In addition to the requirement for two additional off-street parking stalls for customers, a home-based salon must meet the requirements of the Cosmetology Board, the State Fire Marshal (Life Safety Code), and the Building Official (Louisiana State Uniform Construction Code).

The applicant is confident that the Cosmetology Board will approve the business. There appears to be adequate area to develop the required parking stalls in the existing circular driveway; however, a site plan has not yet been submitted. The applicant is working with the State Fire Marshal and the Building Official to comply with their requirements. Issuance of the home occupation license should be contingent upon the approvals of a site plan, Building Official and State Fire Marshal.

Ms. Berteau has been informed that zoning compliance for a business will not negate any restrictive covenants that may be on the property.

## **DEPARTMENT RECOMMENDATIONS**

### **Approval contingent upon the following:**

- 1. Approval of a site plan**
- 2. Compliance with building codes**
- 3. Compliance with Fire Marshal requirements**





**2013-0063**

**INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF PLANNING & ZONING)**

**ORDINANCE NO. \_\_\_\_\_**

An ordinance approving and authorizing a Home Occupation under the operation of Richard Dupont – "Doberman Security & Alarm Company, LLC" – a security and alarm company– at 81 Rosedown Drive, Destrehan.

**WHEREAS,** the St. Charles Parish Code of Ordinances, Appendix A, Section XXII states that home occupations requiring any state license or permit must be approved by the Parish Council; and,

**WHEREAS,** the home occupation permit requested by Richard Dupont requires licensing by the Louisiana State Fire Marshal; and,

**WHEREAS,** the St. Charles Parish Planning and Zoning Commission recommended approval of the request at a regular meeting on February 7, 2013.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the request for a home occupation permit by Richard Dupont to operate "Doberman Security & Alarm Company, LLC"– a security and alarm company– at 81 Rosedown Drive, Destrehan – is approved.

**SECTION II.** That the Department of Planning & Zoning is authorized to grant said home occupation permit.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_



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**RECOMMENDATIONS AT A GLANCE**

PZHO-2013-06 requested by Richard Dupont to for special permission to operate Doberman Security & Alarm, LLC a security alarm business at 81 Rosedown Drive, Destrehan. Zoning District R-1B. Council District 3.

**Planning Department Recommendation:**

Approval

**Planning Commission Recommendation:**

Approval

Mr. Gibbs: The next item on the agenda is PZHO-2013-06 requested by Richard Dupont to for special permission to operate Doberman Security & Alarm, LLC a security alarm business at 81 Rosedown Drive, Destrehan. Zoning District R-1B. Council District 3. Mr. Romano.

Mr. Romano: Thank you. In January, Mr. Dupont completed an application to domicile Doberman Security & Alarm Company, LLC, a security and alarm company operating in Mandeville since 2007, at his residence in Destrehan. As it is in the process of being sold to a California Company, Doberman is scaling down operations but needs to remain licensed by all appropriate local and state agencies until the transaction is complete.

The application appears before the Planning and Zoning Commission because of the need for licensing by the Louisiana State Fire Marshal.

The applicant has been informed that granting a Home Occupation does not negate restrictive covenants. The business appears to meet the operational regulations for home occupations. There are no complaints on file at this address or associated with the business.

The Department recommends Approval.

Mr. Gibbs: Thank you Mr. Romano. Is there anyone in the audience to speak on behalf of PZHO-2013-06?

I'm Rick Dupont and that's my house what he says is accurate.

Mr. Gibbs: Thank you Mr. Dupont.

My name is Joe Daley, 4 E. Woodlawn Drive, Destrehan. Some of the residents oppose this commercial venture in a residential area. We feel that once you start this system any lawyer or accountant can start their own business and get approval from you people. It seems fairly easy to get a variance, so I can get a variance and I can sell my house in the commercial property. I think that if this is Mr. Dupont's sole source of income, I don't oppose it, if he has no funds, it would be a hardship for him to get an office, I would like to keep our community and our neighborhood very quiet and more residential. I don't feel that commercial people should be in a residential area. If you feel this is necessary then you will you vote that way. I feel that Mr. Dupont could afford an office or maybe a desk somewhere that the Council or the Parish could offer him. I don't think that having more traffic or more other things in the area are necessary. I think that there are plenty commercial offices available and I would like to see him move somewhere if that's possible.

Rick Dupont: I didn't want to get into all the details of my transaction but because of his concern I want to put that to rest. I acquired this company from my brother in law, he's now deceased. It is not my sole income, it's never been my sole income, I have another day job. Management of the company was being run by other people, so I was basically an investor I was responsible for license holding. We were all like a family and so the decision was whenever you all are ready to close it down, we'll close it down. I have no other employees. If something needs to be serviced, I have a contract employee. There are no vehicles. So there's no product going in and out my house, there's no additional traffic to my house. This business has already been sold of 2/3 to another company, what I represented is correct. I can't afford to go out and hire employees. I have to make sure that the company is accurately and properly licensed. I ask that you go ahead and approve it. My full expectation is by this time next year, there will be no more company. I'm sorry if it's causing you any concern but that is exactly what is going on. If you have any questions or you need some assurances, I can give it to you.

Mr. Clulee: Mr. Dupont what a lot of the neighbors have come up with these home occupations, they're concerned about traffic, they're concerned about trucks and a bunch of traffic and back and forth and all this stuff. I agree with you the way it sounds, the way that you took over this company, inherited it or whatever, you probably going to try to sell it within a year.

Mr. Dupont: I've already sold 2/3's of it. There are some accounts that I have to go through and straighten out so it's in transition and it will be sold in increments over the course of the year as these accounts get straightened out.

Mr. Clulee: You probably needed this because of the state.

Mr. Dupont: Correct. I was told by several people that I could just do it but I wanted to make sure that I was properly licensed and not do anything inappropriate because you never know how things go down if you don't follow the rules.

Mr. Gibbs: Commission members, this is in my district, I did go by the residence, it's a block up from my house. I did a site review. There are no trucks, there's no indication at all that there is even a business being run out of there. Take that into consideration. Is there anyone else to speak on PZHO-2013-06? Seeing none, cast your vote please.

YEAS: Pierre, Foster, Booth, Gibbs, Galliano, Clulee

NAYS: None

ABSENT: Frangella

Mr. Gibbs: That's unanimous with Mr. Frangella absent. That also goes to the Council Mr. Dupont and that's on March 11.

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# St. Charles Parish

## Department of Planning & Zoning

### LAND USE REPORT

CASE NUMBER: HO 2013-06

#### GENERAL APPLICATION INFORMATION

- ◆ **Name/Address of Applicant:** **Application Date:** 1/7/2013  
 Richard Dupont  
 Doberman Security & Alarm Company, LLC  
 Destrehan, LA 70047  
 (b) 504.453.4999 (c) 504.473.6586
- ◆ **Location of Site:**  
 Same
- ◆ **Applicant's description of business:**  
 I am moving an existing business from Mandeville, LA to Destrehan, LA. The business is being sold and I'm retaining licensing for the year 2103 until the business/transaction is complete. I will no longer actively sell or service accounts except as needed during the transition. .

#### SITE – SPECIFIC INFORMATION

- ◆ **Existing Land Use and zoning**  
 Single-family residence in an R-1B district.
- ◆ **Surrounding Land Uses and Zoning:**  
 The property is surrounded by site-built, single-family residences in R-1B zoning.
- ◆ **Traffic Access and parking:**  
 The property is developed with a driveway and garage that can accommodate as many as five passenger vehicles.

#### APPLICABLE REGULATIONS

##### Regulations for Home Occupations: Appendix A. Section XXII

##### B. Permit Process:

1. **Pre-Application Orientation:** The Planning Director, or his designated staff, shall advise citizens of the regulations for home occupations such as appropriate activities for home occupations, operational regulations, and consequences for violating operational regulations. The Planning Director, or his designated staff, shall determine whether the premises to be permitted is in compliance with the St. Charles Parish code of Ordinances, or what measures must be taken to bring the premises into compliance prior to consideration of an application for a home occupation permit.
2. **Application:** A citizen who proposes appropriate activities at a residence that is not under citation for violation of this Code may apply for a permit for a home occupation. The fee shall be two hundred dollars (\$200.00). The applicant will agree to follow operational regulations. When an applicant does not own the subject property, the applicant must provide notarized endorsement of the application by the property owner.
3. **Departmental Review:** The Planning Director, or his designated staff, shall determine whether the proposed activity complies with the operational regulations of this section. The operational regulations are a guideline.
4. **Public Notice and Comment:**
  - a. Once the Planning Director has determined that the proposed activity meets the general parameters of this code and the operational requirements of this section, the property shall be posted for ten (10) days with a sign stating that the resident has applied for a permit to operate a home occupation and that the Department of Planning and Zoning will receive and record public comment on the application for the same ten (10) calendar days.
  - b. A copy of the application shall be forwarded to the District Councilman and both Councilman-At-Large.
5. **Determination:** The Planning Director shall consider the nature of the home occupation, the operational regulations, the relationship of the proposed home occupation to neighboring properties, requirements for state permits and licenses, and take one of the following actions:
  - a. Issue a Home Occupational Permit with or without written conditions, for those occupations that do not require state permit or license.
  - b. Forward applications requiring state permits or licenses along with a recommendation of the Department to the Planning and Zoning Commission for public hearing and recommendation and to the Parish Council for public hearing and decision.
  - c. Deny the application.

##### C. Operational Regulations:

1. All products produced for sale must be hand manufactured or grown on the premises using only hand tools or domestic mechanical equipment. Such domestic mechanical equipment shall not exceed two (2) horsepower per piece of equipment, and the sum total of all such equipment shall not exceed six (6) horsepower. A single kiln shall not exceed eight (8) kilowatts or the equivalent in a gas-fired fixture.

2. All sales of products, including those produced or grown on the premises, and the performance of all services shall take place off the premises. However, the Planning Director may permit on-premises sales or the performance of services as a condition of a home occupation permit when it may be found that such sales or services will not produce any detrimental effects upon the surrounding neighborhood. This may include but is not limited to snowball stands, tax and legal services. The Department may impose conditions regulating the duration, scope, and size of operation.
3. There shall be no signs posted which indicate the existence of the home occupation.
4. No licensed vehicle in excess of one (1) ton (manufacturer's rating), and no more than one (1) licensed motorized vehicle, shall be utilized by any resident of the premises in connection with the home occupation. (Ord. No. 03-8-11, § 1, 8-18-03)
5. Only the residents of the premises shall be engaged in the home occupation.
6. There shall be no outdoor storage of materials or products on the premises except as otherwise permitted by the Planning Director. Indoor storage of material or products shall not exceed twenty (20) percent of the gross floor area of the dwelling.
7. Home occupations, except for horticultural uses, shall be conducted only within a structure on the premises.
8. The home occupation shall not eliminate required off-street parking.
9. The home occupation shall not cause any external effect associated with the home occupation, such as increased noise, excessive traffic, excessive lighting, or offensive odor, which is incompatible with the characteristics of the residential zone, or in violation of the revisions of any applicable governmental code. There shall be no illegal discharge of materials, fluids, or gases into the sewer system, or any other manner of discharging such items in violation of any applicable governmental code.
10. The resident or residents engaged in the home occupation shall possess a current St. Charles Parish Occupational License and health certification from the Parish Health Unit when required. An inspection approval from the State Fire Marshal shall be required when any food preparation requiring ovens or stoves, mechanical equipment, a simple kiln, or gas-fired fixture are necessary for production.
11. Home occupation activities which include the manufacture, sale, or repair firearms (or any related commercial activity) shall be prohibited in R-2 and R-3 residential zoning districts, and shall be additionally prohibited on residentially zoned lots which contain more than one dwelling unit. (Ord. No. 96-7-4, 96-7-4)
12. No alcoholic beverages shall be sold or provided in connection with the operation of a home occupation. (Ord. No. 98-8-1, 8-3-98)
13. Home occupation permit holders shall provide annual evidence of valid occupational licensing as issued by the St. Charles Parish Sheriff's Office. Evidence of occupational licensing shall be provided to the Department of Planning and Zoning by March 31st of each calendar year. (Ord. No. 98-8-14, 8-17-98)

## **FINDINGS**

In January, Mr. Dupont completed an application to domicile Doberman Security & Alarm Company, LLC, a security and alarm company operating in Mandeville since 2007, at his residence in Destrehan. As it is in the process of being sold to a California Company, Doberman is scaling down operations but needs to remain licensed by all appropriate local and state agencies until the transaction is complete.

The application appears before the Planning and Zoning Commission because of the need for licensing by the Louisiana State Fire Marshal.

The applicant has been informed that granting a Home Occupation does not negate restrictive covenants. The business appears to meet the operational regulations for home occupations. There are no complaints on file at this address or associated with the business.

## **DEPARTMENT RECOMMENDATIONS**

### **Approval.**





**2013-0042**

**INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF PUBLIC WORKS)**

**ORDINANCE NO.** \_\_\_\_\_

An ordinance to approve and authorize the execution of Amendment No. 3 to Ordinance No. 06-12-23, which approved a Professional Services Contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish to exercise the extension provision of said contract.

**WHEREAS,** the St. Charles Parish Council adopted Ordinance No. 06-12-23 on December 18, 2006 approving and authorizing the execution of a Professional Services contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish through December 31, 2011; and,

**WHEREAS,** the St. Charles Parish Council adopted Ordinance No. 11-12-12 on December 19, 2011 approved Amendment No. 1 to said Professional Services Contract to extend the contract through June 30, 2012; and,

**WHEREAS,** the Contract provides that "upon written mutual agreement between the Parish and the Contractor, this Contract may be extended, by ordinance of the Parish Council, for an additional five (5) year period, conditioned upon the approval of a dedicated funding source for Mosquito Control Services."; and,

**WHEREAS,** the St. Charles Parish Council adopted Ordinance 12-3-6 to extend said contract an additional five years; but, Ordinance 12-3-6 contained the contract conclusion date of December 31, 2015 instead of December 31, 2016 resulting in a four (4) year extension; and,

**WHEREAS,** it was intention of the St Charles Parish Council to execute the full five (5) year extension of the contract.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That Amendment No. 3 to Ordinance 06-12-23 is hereby approved extending said contract through December 31, 2016.

**SECTION II.** That the Parish President is hereby authorized to execute said Amendment No. 3 on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

AMENDMENT NO. 3  
TO  
CONTRACT AGREEMENT  
FOR  
MOSQUITO CONTROL PROGRAM

BE IT KNOWN, that on this \_\_\_\_\_ day of \_\_\_\_\_ 2013,

ST. CHARLES PARISH, herein represented by V. J. St. Pierre, Jr, Parish President, 15045 River Road, Post Office Box 302, Hahnville, LA 70057, duly authorized by Ordinance No. \_\_\_\_\_ adopted on March \_\_\_\_\_, 2013

AND

ST. CHARLES MOSQUITO CONTROL, INC., herein represented by Greg Rittner, President, 1061 Rue la Cannes, Luling, LA 70070,

HEREBY AGREE THAT,

In accordance with the provisions of Ordinance No.06-12-23 adopted by the St. Charles Parish Council on December 18, 2006 and the Contract Agreement, duly executed on the 28<sup>th</sup> day of December 2006, the Contract for Mosquito Control Services in St. Charles Parish is hereby extended for a five (5) year period. Said extension is in accordance with Section 9.00 of the Contract and shall be for the period January 1, 2012 through December 31, 2016.

All other provisions of said Contract Agreement shall remain as first written.

AMENDMENT NO. 3

ST. CHARLES PARISH

WITNESS:

BY: \_\_\_\_\_  
V. J. St. Pierre, Jr.  
Parish President

\_\_\_\_\_

ST. CHARLES MOSQUITO CONTROL, INC.

WITNESS:

BY: \_\_\_\_\_  
Greg Rittiner  
President

\_\_\_\_\_

2012-0112

INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT

ORDINANCE NO. 12-3-6

An ordinance to approve and authorize the execution of Amendment No. 2 to Ordinance No. 06-12-23, which approved a Professional Services Contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish to exercise the extension provision of said contract.

WHEREAS, the St. Charles Parish Council adopted Ordinance No. 06-12-23 on December 18, 2006 approving and authorizing the execution of a Professional Services contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish through December 31, 2011; and,

WHEREAS, the St. Charles Parish Council adopted Ordinance No. 11-12-12 on December 19, 2011 approving Amendment No. 1 to said Professional Services contract to extend the contract through June 30, 2012; and,

WHEREAS, the Contract provides that "upon written mutual agreement between the Parish and the Contractor, this Contract may be extended, by ordinance of the Parish Council, for an additional five (5) year period, conditioned upon the approval of a dedicated funding source for Mosquito Control Services."; and,

WHEREAS, it is the desire of the Parish Council and the Parish President to exercise the extension provision of said contract for the full five (5) year period.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Amendment No. 2 to Ordinance No. 06-12-23 is hereby approved extending said Contract through December 31, 2015.

SECTION II. That the Parish President is hereby authorized to execute said Amendment No. 2 on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: SCHEXNAYDRE, FAUCHEUX, WILSON, TASTET, BENEDETTO, HOGAN, COCHRAN, FLETCHER, NUSS

NAYS: NONE

ABSENT: NONE

And the ordinance was declared adopted this 26th day of March, 2012, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: ACTING SECRETARY: Calli SnadueDLVD/PARISH PRESIDENT: 3-27-12APPROVED: ✓ DISAPPROVED: \_\_\_\_\_PARISH PRESIDENT: VJ St PierreRETD/SECRETARY: 3-28-12AT: 8:55 am RECD BY: cm



AMENDMENT NO. 2  
TO  
CONTRACT AGREEMENT  
FOR  
MOSQUITO CONTROL PROGRAM

BE IT KNOWN, that on this 16 day of April 2012,

ST. CHARLES PARISH, herein represented by V. J. St. Pierre, Jr, Parish President, 15045 River Road, Post Office Box 302, Hahnville, LA 70057, duly authorized by Ordinance No. 12-3-6 adopted on March 26, 2012

AND

ST. CHARLES MOSQUITO CONTROL, INC., herein represented by Greg Rittner, President, 1061 Rue la Cannes, Luling, LA 70070,


HEREBY AGREE THAT,

In accordance with the provisions of Ordinance No.06-12-23 adopted by the St. Charles Parish Council on December 18, 2006 and the Contract Agreement, duly executed on the 28<sup>th</sup> day of December 2006, the Contract for Mosquito Control Services in St. Charles Parish is hereby extended for a five (5) year period. Said extension is in accordance with Section 9.00 of the Contract and shall be for the period July 1, 2012 through December 31, 2015.

All other provisions of said Contract Agreement shall remain as first written.

## AMENDMENT NO. 2

ST. CHARLES PARISH

BY:   
V. J. St. Pierre, Jr.  
Parish President

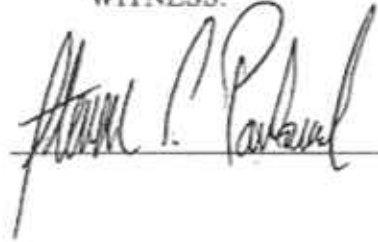
WITNESS:



ST. CHARLES MOSQUITO CONTROL, INC.

BY:   
Greg Rittiner  
President

WITNESS:



2011-0392

INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT

ORDINANCE NO. 11-12-12

An ordinance to approve and authorize the execution of Amendment No. 1 to Ordinance No. 06-12-23, which approved a Professional Services Contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish to extend said contract through June 30, 2012.

**WHEREAS,** the St. Charles Parish Council adopted Ordinance No. 06-12-23 on December 18, 2006 approving and authorizing the execution of a Professional Services contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish through December 31, 2011; and,

**WHEREAS,** the Contract provides that "upon written mutual agreement between the Parish and the Contractor, this Contract may be extended, by ordinance of the Parish Council, for an additional five (5) year period, conditioned upon the approval of a dedicated funding source for Mosquito Control Services."; and,

**WHEREAS,** in lieu of a five year extension, at this time, it is the desire of the Parish Council and the Parish President to extend the Contract for a six (6) month period to allow the new Council to evaluate the current contract prior to making a final decision on its possible five (5) year extension.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That Amendment No. 1 to Ordinance No. 06-12-23 is hereby approved extending said Contract through June 30, 2012.

**SECTION II.** That the Parish President is hereby authorized to execute said Amendment No. 1 on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: SCHEXNAYDRE, RAYMOND, TASTET, BENEDETTO, HOGAN, COCHRAN, LAMBERT, NUSS

NAYS: NONE

ABSENT: AUTHEMENT

And the ordinance was declared adopted this 19th day of December, 2011, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: [Signature]  
 SECRETARY: [Signature]  
 DLVD/PARISH PRESIDENT: December 20, 2011  
 APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_  
 PARISH PRESIDENT: [Signature]  
 RETD/SECRETARY: December 21, 2011  
 AT: 8:15 AM RECD BY: BGT

AMENDMENT NO. 1  
TO  
CONTRACT AGREEMENT  
FOR  
MOSQUITO CONTROL PROGRAM

BE IT KNOWN, that on this 22<sup>nd</sup> day of December, 2011,

ST. CHARLES PARISH, herein represented by V. J. St. Pierre, Jr, Parish President, 15045 River Road, Post Office Box 302, Hahnville, LA 70057, duly authorized by Ordinance No. 11-12-12 adopted on December 19, 2011

AND

ST. CHARLES MOSQUITO CONTROL, INC., herein represented by Greg Rittner, President, 1061 Rue la Cannes, Luling, LA 70070,

HEREBY AGREE THAT,

In accordance with the provisions of Ordinance No.06-12-23 adopted by the St. Charles Parish Council on December 18, 2006 and the Contract Agreement, duly executed on the 28<sup>th</sup> day of December 2006, the Contract for Mosquito Control Services in St. Charles Parish is hereby extended for a six (6) month period. Said extension is in accordance with Section 9.00 of the Contract and shall be for the period January 1, 2012 through June 30, 2012.

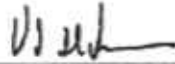
It is hereby agreed and acknowledged, by both parties, that although Section 9.00 allows for an extension of five (5) years, the contract is only being extended for a six (6) month period.

All other provisions of said Contract Agreement shall remain as first written.

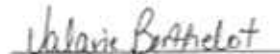
ST. CHARLES PARISH

WITNESS:

BY:



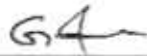
V. J. St. Pierre, Jr.  
Parish President



ST. CHARLES MOSQUITO CONTROL, INC.

WITNESS:

BY:



Greg Rittner  
President



20060102

INTRODUCED BY: BRIAN A. FARRIS, CHAIRMAN

CONTRACT/FINANCE AND ADMINISTRATIVE COMMITTEE

ORDINANCE NO. 05-12-02

An ordinance to approve and authorize the execution of a Professional Services Contract with St. Charles Mosquito Control, Inc. for Mosquito Control Services in St. Charles Parish.

WHEREAS, the St. Charles Parish Council has recognized the need to institute a Mosquito Control Program to protect, protect and preserve the general welfare, safety and health of the citizens of St. Charles Parish; and

WHEREAS, the St. Charles Parish Council adopted Resolution No. 0374 on October 2, 2005, which approved the Contract Documents and Specifications for a Mosquito Control Program for St. Charles Parish; and

WHEREAS, the St. Charles Parish Council, through Resolution No. 0374 authorized the St. Charles Parish Council Committee to advertise for Proposals and to issue any Addenda as it deems necessary to the specifications; and

WHEREAS, sealed proposals were received at 10:00 A.M. on November 30, 2005;

AND

WHEREAS, the Proposal of St. Charles Mosquito Control, Inc. to provide a Mosquito Control Program for St. Charles Parish is the lowest responsible proposal and is in the best interest of the Parish.

THE ST. CHARLES PARISH COUNCIL, HEREBY ORDAINS:

SECTION 1. That the Proposal of St. Charles Mosquito Control, Inc. submitted on November 30, 2005, to provide a Mosquito Control Program in St. Charles Parish be and is hereby accepted.

SECTION 2. That the contract documents noted as Resolution No. 0374, EXHIBIT A, EXHIBIT B, EXHIBIT C, EXHIBIT D, Addendum #1, and Addendum #2 attached hereto are hereby deemed to be the Mosquito Control Contract.

SECTION 3. That the Parish President is hereby authorized to execute said Contract on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: HARRIS, FARRIS, ESTELLE, FARRIS, HANCOCKMAN, WALKER,  
BLACK, DOW, KIRKMAN

NAYS: NONE

ABSENT: NONE

And the ordinance was declared adopted this 12th day of December, 2005, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: *Brian A. Farris*  
 SECRETARY: *Richard J. Farris*  
 CLERK: *Richard J. Farris*  
 APPROVED: *Albert D. Leger*  
 PARISH PRESIDENT: *Albert D. Leger*  
 NOTED: *December 14, 2005*  
 ATTEST: *AT*

## CONTRACT AGREEMENT

THIS CONTRACT, made this 30th day of December, 2005, by and between St. Charles Parish, 15045 River Road, P. O. Box 302, Metairie, Louisiana, 70007, hereinafter called "PARISH" and St. Charles Mosquito Control, Inc., doing business as a corporation, hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreement hereinafter mentioned.

1. The CONTRACTOR will commence the Mosquito Control Program for St. Charles Parish on January 1, 2006.

2. The CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the implementation and operation of this Contract as described herein.

3. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS for the sum stated therein.

4. The term "CONTRACT DOCUMENTS" includes the following items:

- (a) EXHIBIT "A" Request for Proposals - 2005
- (b) EXHIBIT "B" Instructions to Contractors - 2005
- (c) EXHIBIT "C" Contractor's Proposal
- (d) EXHIBIT "D" Mosquito Control Program General Specifications 2005
- (e) ADDENDUM No. 1 dated November 3, 2005
- (f) ADDENDUM No. 2 dated November 11, 2005
- (g) Memorandum of Understanding

5. The PARISH will pay to the CONTRACTOR in the manner and at such times as set forth in the General Specifications such amounts as required by the CONTRACT DOCUMENTS.

6. This agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in (2) copies, each of which shall be deemed an original on the date first above written.

OWNER:

ST. CHARLES PARISH

By: *Albert D. Leger*  
 ALBERT D. LEGER  
 PARISH PRESIDENT

(SEAL)

ATTEST:

*Richard J. Farris*  
 Notary Public for the State of Louisiana

CONTRACTOR:

By: *Richard J. Farris*  
 Title: President  
 Name: St. Charles Mosquito Control, Inc.  
 Address: 15045 River Road, Metairie, LA 70007

(SEAL)

ATTEST:

*Richard J. Farris*  
 Notary Public for the State of Louisiana

2006

## CONTRACT DOCUMENTS

&amp;

## SPECIFICATIONS

## MOSQUITO CONTROL PROGRAM

FOR

ST. CHARLES PARISH  
 LOUISIANA

Prepared: 5-12-05  
 Revised: 9-26-05

## EXHIBIT "A"

## REQUEST FOR PROPOSALS - 2005

For a Mosquito Control Program

in

St. Charles Parish

Sealed Proposals are invited and will be received by St. Charles Parish, 15045 River Road, P. O. Box 302, Metairie, Louisiana, 70007, for a Mosquito Control Program for said Parish.

Proposals shall be made on the Proposal Form and in accordance with Instructions to Contractors furnished by St. Charles Parish, Office of the Parish President.

The defined terms appearing in the General Specifications apply to all Contract Documents.

Proposals shall be made upon forms published by the Parish. The Parish will furnish copies of the Contract Documents and form of Contract to prospective Contractors upon request.

Proposals shall be delivered in, and be on file with, the Parish on or before Friday, November 10, 2005, 10:00 a.m. The envelope containing the Proposal must be sealed and plainly marked "Proposal for Mosquito Control Program".

Proposals will be publicly opened and read at 10:00 a.m., on the aforementioned date in the Council Chambers of the Parish Courthouse, 10045 River Road, Metairie, Louisiana. The selected Contractor will be awarded the contract through an ordinance of the Parish Council approving and adopting the Contract Documents, providing for its enforcement and penalties as provided by law.

A proposal bond or certified check shall accompany the Proposal, in accordance with the Instructions to Contractors.

The Parish reserves the right to reject any or all Proposals, to waive irregularities and/or informality in any Proposal, and to make and award in any manner, consistent with law, deemed in the best interest of the Parish.

A pre-proposal conference shall be held on Thursday, November 2, 2005, at 2:00 p.m. in the Council Chambers of the St. Charles Parish Courthouse, 10045 River Road, Metairie, Louisiana.

Published: October 12, 2005  
 October 19, 2005  
 October 26, 2005



## EXHIBIT "B"

## INSTRUCTIONS TO CONTRACTORS - 2006

## MOSQUITO CONTROL PROGRAM

## 1. RECEIPT AND OPENING OF PROPOSALS

The Parish of St. Charles (the "Parish") invites and will receive Proposals on the forms attached hereto, all information on which shall be appropriately filed in. Proposals will be received at the Office of the Parish President until 10:00 a.m., Friday, September 8, 2006, and publicly opened and read aloud in the Court Chambers of the Parish Courthouse, 15045 River Road, Metairie, Louisiana, at 10:00 a.m. on the aforesaid date. The envelopes containing the Proposals must be sealed and addressed to the Parish President's Office, Parish of St. Charles, P. O. Box 302, 15045 River Road, Metairie, Louisiana, 70007, and clearly marked "Proposal for Mosquito Control Program".

## 2. PREPARATION OF PROPOSAL

All Proposals shall be prepared and signed by the Contractor in the form attached hereto and without removal from this bound pamphlet. Additional copies of the Proposal Form may be obtained from the Parish upon request. All blank spaces in each Proposal Form together with appropriate schedules must be completed in full in ink or typewritten, in both words and figures. Contractors must submit a lump sum proposal as listed in Exhibit "C".

If the lump sum already entered by the Contractor on the Proposal Form is to be altered, it shall be crossed out with ink and the new lump sum entered above or below it, and initialed by the Contractor in ink.

The proposals received will be opened on the basis of the lump sum amount, the experience and capability of the firm, experience of key personnel, and previous experience in mosquito control programs. In case of a discrepancy between the amount shown in numerals and written out in words, the price as written out in words in the Proposal shall govern and any error found in said numerals shall be corrected.

Each Proposal, together with appropriate schedules, shall be submitted in a sealed envelope bearing on the outside the name of the Contractor, his address, and clearly marked "Proposal for Mosquito Control Program". If forwarding by mail, the sealed envelope containing the Proposal must be enclosed in another envelope addressed as specified in the Proposal. The Parish may consider irregular any Proposal not prepared and submitted in accordance with the provisions listed and may waive any irregularities or reject any and all Proposals.

Any Proposal may be withdrawn prior to the above scheduled time for the opening of Proposal or authorized postponement thereof.

Any Proposal received after the time and date specified shall not be considered.

## 3. PROPOSAL SECURITY AND EVIDENCE OF INSURANCE

Each Proposal shall be accompanied by a bond or a certified check of the Contractor, drawn on a national bank, in an amount equal to five percent (5%) of the annual contract price, as a guarantee in the part of the Contractor that he will, if called upon to do so, accept and enter into a contract on the attached form (or such form as may mutually be agreed upon by the Parish and the selected Contractor), to do the work covered by such Proposal and at the rate stated therein and to furnish a corporate surety for its faithful and entire fulfillment. Checks and bonds will be retained promptly after the Parish and the selected Contractor have executed a Contract or, if no Contractor's Proposal has been selected within ninety (90) days after the date of the opening of Proposals upon demand of the Contractor at any time thereafter, so long as he has not been notified of the acceptance of his Proposal.

Each Proposal shall be accompanied by a certificate of insurance evidencing the coverage set forth in Section 10.02 of the General Specifications.

## 4. LIQUIDATED DAMAGES FOR FAILURE TO ENTER INTO THE CONTRACT

The Contract shall be deemed as having been awarded when formal notice of award shall have been mailed by the Parish to the Contractor by certified mail, return receipt requested.

The Contractor to whom the Contract shall have been awarded will be required to execute two (2) copies of the Contract on the form attached hereto (or such forms as may mutually be agreed upon by the Parish and the awarded Contractor) and to furnish insurance certificates, all as required. In case of his refusal or failure to do so within twenty (20) days after the receipt of formal notice of award, Contractor will be considered to have abandoned all his rights and interests in the award, and Contractor's proposal security may be declared forfeited to the Parish as liquidated damages and the award may then be made to the next best qualified Contractor or the work may be let for Proposals as the Parish may elect.

## 5. SECURITY FOR PERFORMANCE

The Proposal shall be accompanied by a letter from a corporate surety satisfactory to the Parish stating that the Performance Bond will be furnished by it to the person submitting the Proposal in the event he is the successful Contractor. Such letter is to be signed by an authorized representative of the surety together with a certified and effectively dated copy of his power of attorney attached hereto.

The successful Contractor will be required to furnish a performance bond as security for the faithful performance of the Contract. Said performance bond must be in an amount equal to 10% of the annual contract price, over the term of the Contract.

Premium for the bonds described above shall be paid by the Contractor. A certificate from the surety showing that the bond premiums are paid in full shall accompany the bond.

The surety on the bond shall be a duly authorized corporate surety company authorized to do business in the State of Louisiana, having an A- or better bond rating in accordance with A.M. Best Rating Classification.

## 6. POWER OF ATTORNEY

Attorneys-in-fact who sign bonds shall file with each bond a certified and effectively dated copy of their power of attorney.

## 7. SCOPE OF WORK

The work under this Contract shall consist of the items contained in the Proposal, including all instruments necessary to fully complete said work in accordance with the Contract Documents.

## 8. CONDITIONS

Each Contractor shall fully acquaint himself with conditions relating to the scope and restrictions attending the execution of the work under the Contract. Contractors shall thoroughly examine and be familiar with the Specifications.

The failure or omission of any Contractor to receive or examine any form, instrument, addendum or other document, or to acquaint himself with existing conditions, shall in no way relieve himself of any obligations with respect to his Proposal or to the Contract. The Parish shall make all such documents available to the Contractor.

The Contractor shall make his own determination as to conditions and shall assume all risk and responsibility and shall complete the work in and under conditions he may encounter or create, without extra cost to the Parish.

The Contractor's attention is directed to the fact that all applicable Federal laws, State laws, Parish ordinances, and the rules and regulations of all authorities having jurisdiction over the work to be performed shall apply to the Contract throughout, and they will be deemed to be included in the Contract as though written out in full in the Contract.

## 9. ADDENDA AND EXPLANATIONS

Explanations desired by a prospective Contractor shall be requested of the Parish in writing, and if explanations are necessary, a copy shall be made in the form of an Addendum, a copy of which will be forwarded to each Contractor. Every request for such explanation shall be in writing addressed to the Parish President's Office - Parish of St. Charles, P. O. Box 302, Metairie, Louisiana, 70007, Attn: Timothy J. Wei, Chief Administrative Officer. Any verbal statements regarding same by any person, previous to the award, shall be unauthoritative and not binding.

Addenda issued to Contractor prior to date of receipt of Proposals shall become a part of the Contract Documents, and all Proposals shall include the work described in the Addenda.

No inquiry received within seven (7) working days of the date fixed for the submission and opening of Proposals will be given consideration.

Any and all such interpretations and any supplemental instructions will be in the form of written Addenda, which, if issued, shall be mailed by certified mail, return receipt requested, to all prospective Contractors (at the respective addresses furnished for such purposes), not later than the (3) days prior to the date fixed for the opening of Proposals.

## 10. NAME, ADDRESS AND LEGAL STATUS OF THE CONTRACTOR

The Proposal shall be properly signed in ink and the address of the Contractor given. The legal status of the Contractor, whether corporation, partnership, or individual, shall also be stated in the Proposal.

A corporation shall execute the Proposal by its duly authorized officers in accordance with its corporate bylaws and shall also give the date of incorporation.

Any foreign corporation should provide a certificate from the Secretary of State that the corporation is qualified to do business in Louisiana and is in good standing. Partnerships or individual Contractors are required to state in the Proposal the names of persons interested therein.

The place of residence of each Contractor, or the office address in the case of a firm or company, with Parish and State and telephone number, must be given after his signature.

If the Contractor is a joint venture consisting of a combination of any or all of the above entities, each joint venture shall execute the Proposal.

Anyone signing a Proposal as an agent of another or others must submit with his Proposal, legal evidence of his authority to do so.

## 11. COMPETENCY OF CONTRACTOR

The opening and reading of the Proposal shall not be construed as an acceptance of the Contractor as a qualified, responsible Contractor. The Parish reserves the right to determine the competence and responsibility of a Contractor from its knowledge of the Contractor's qualifications or from other sources.

The Parish shall require submission with the Proposal of certified supporting data regarding the qualifications of the Contractor in order to determine whether he is a qualified, responsible Contractor. The Contractor will be required to furnish the following information sworn to under oath by him:

- An itemized list of the Contractor's equipment available for use on the Contract.
- A copy of the latest available certified financial statement of the Contractor (or its parent corporation if individual subsidiary or division financial statements are not prepared and generally available) certified by a nationally recognized firm of independent certified public accountants.
- Evidence that the Contractor is in good standing in the State of Louisiana, and, in the case of corporations organized under the laws of any other State, evidence that the Contractor is licensed to do business in the State of Louisiana or a sworn statement that it will take all necessary action to become so licensed if its Proposal is accepted.

In the event that the Parish shall require additional certified supporting data regarding the qualifications of the Contractor in order to determine whether he is a qualified, responsible Contractor, the Contractor may be required to furnish any or all of the following information sworn to under oath by him:

- Evidence that the Contractor is capable of commencing performance as required in the Contract Documents.
- Evidence in form and substance satisfactory to the Parish, that Contractor has been in existence at a going concern for at least five (5) years and possesses not less than five (5) years actual operating experience as a going concern in mosquito control.
- Evidence, in form and substance satisfactory to the Parish, that Contractor possesses as a going concern the managerial and financial capabilities to perform all phases of the work called for in the Contract Documents.

- (3) Evidence, in form and substance satisfactory to the Parish, that Contractor's experience as a going concern in mosquito control derives from operations of comparable size to that contemplated by the Contract Documents.

- (4) Such additional information as will satisfy the Parish that the Contractor is adequately prepared to fulfill the Contract.

The Contractor may satisfy any or all of the experience and qualification requirements of this paragraph by submitting the experience and qualifications of its parent organization and subsidiaries of the parent.

#### 12. DISQUALIFICATIONS OF CONTRACTOR

Although not intended to be an exhaustive list of causes for disqualification, any one or more of the following causes, among others, may be considered sufficient for the disqualification of a Contractor and the rejection of his Proposal.

- (a) Evidence of collusion among Contractors.
- (b) Lack of competency as revealed by either financial statements, experience or equipment statements as submitted or other factors.
- (c) Lack of responsibility as shown by past work, judged from the standing of workmanship as submitted or from past performance of contracts similar in scope.
- (d) Default on a previous parish or municipal contract for failure to perform.

#### 13. BASIS OF PROPOSAL

Proposals with respect to mosquito control are evaluated on the basis of the lump sum proposed. The lump sum, as written out in words in the Proposal, shall govern and any errors found will be corrected. The proposals will also be compared based on the Expanded Surveillance Program, Expanded Transmission Suppression, experience and capability of the firm, experience of key personnel and previous experience in mosquito control programs.

#### 14. QUANTITIES

The Parish has listed certain quantities in the Contract which are to be the minimum contract requirements; however, the contractor shall be required to provide all services necessary to comply with the Contract requirements.

#### 15. METHOD OF AWARD

The Parish reserves the right not to accept any Proposal or, to reject any or all Proposals, and to waive defects or irregularities in a Proposal. In particular, any alteration, insertion or interlineation of the Contract Documents and of the Proposal shall render the accompanying Proposal irregular and subject to rejection by the Parish. The Parish intends that the Contract shall be awarded within ninety (90) days following the date Proposals are publicly opened and read.

#### EXHIBIT "C"

#### CONTRACTOR'S PROPOSAL - 2006

#### FOR

#### MOSQUITO CONTROL PROGRAM

TO: The President of the Parish of St. Charles  
10045 River Road (P. O. Box 332)  
Baton Rouge, LA 70807

Proposal of St. Charles Mosquito Control, Inc.

(a corporation duly organized under the laws of the State of Louisiana)

The undersigned having carefully read and considered the terms and conditions of the Contract Documents for a Mosquito Control Program for St. Charles Parish, does hereby offer to perform such services on behalf of the Parish, of the type and quality and conditions set forth in the Contract Documents at the rates (expressed in words and figures) hereinafter set forth.

Lump Sum: Eight thousand Fifty-Two thousand Six hundred Nineteen Dollars and 00 Cents per year.  
\$ 852,619.00

Note: Alternative pricing required in Section 12.02

St. Charles Mosquito Control, Inc.  
CONTRACTOR

BY [Signature]  
TITLE President

PRINCIPAL OFFICE

ADDRESS 659 Lewis St.

Barry LA 70816

(City) (State) (Zip Code)

PARISH Jefferson

TELEPHONE (504) 366-0004

#### EXHIBIT "D"

#### MOSQUITO CONTROL PROGRAM

#### GENERAL SPECIFICATIONS - 2006

#### 1.00 DEFINITIONS

- 1.01 Contract Documents  
1.02 Contractor  
1.03 Date

#### 2.00 SCOPE OF WORK

- 2.01 Surveillance/Surveillance  
2.02 Chemical Control  
2.03 Biological Control  
2.04 Control of Other Insects

#### 3.00 OPERATIONS

- 3.01 Certificate To Make Examination  
3.02 Governmental Approval  
3.03 Uniform  
3.04 Competency  
3.05 Program Equipment  
3.06 Office  
3.07 Part of Control  
3.08 Standards

#### 4.00 COMPLIANCE WITH LAWS

#### 5.00 EFFECTIVE DATE

#### 6.00 NONDISCRIMINATION

#### 7.00 INDEMNITY

#### 8.00 LICENSES AND TAXES

#### 9.00 TERM

#### 10.00 INSURANCE

#### 11.00 BOND

- 11.01 Performance Bond  
11.02 Care of Materials

#### 12.00 BASIS AND METHOD OF PAYMENT

- 12.01 Basis  
12.02 Alternative Compensation  
12.03 Contractor's Retain in Parish

#### 13.00 TRANSFERABILITY OF CONTRACT

#### 14.00 BREACH OF SERVICE

#### 15.00 WORKING PREFERENCE

## 1.00 DEFINITIONS

**1.01 Contract Documents** - The Request for Proposal, Instructions to Contractors, Contractor's Proposal, General Specifications, the Contract Performance Bond and any addenda or changes to the foregoing documents agreed to by the Parish and the Contractor.

**1.02 Contractor** - The person, corporation, partnership, or joint venture performing the Mosquito Control Program under contract with the Parish.

**1.03 Parish** - Parish of St. Charles.

## 2.00 SCOPE OF WORK

The work under this Contract shall consist of the items contained in the Proposal, including all the supervision, materials, equipment, labor and all other items necessary to complete said work in accordance with the Contract Documents.

The Contractor is to provide a program of mosquito abatement through an integrated pest management approach, as described in official USDA training manual, as well as inspection and surveillance to determine specific need and extent of control measures applied.

The Contractor must abide by and show proof of compliance of all applicable laws and regulations regarding the use of pesticides and container disposal. All power equipment used to apply chemicals will be certified by the Louisiana Department of Agriculture. Contractor shall at all times maintain a full time staff member working within St. Charles Parish certified in the 60 category (Mosquito Control Supervisor) of the Louisiana Department of Agriculture. A copy of this certificate is to be submitted to the Parish on a yearly basis.

### 2.01 Inspection/Surveillance

#### (A) Mosquito Larvae

Inspection must occur and map or otherwise record mosquito breeding sites. Resulting data will be used in subsequent larvicide and adulticide programs.

Inspection for mosquito larvae must be conducted using standard mosquito survey techniques. Sufficient dips with a standard mosquito dipper must be made to determine the larvae density in breeding sites. Records of such inspections will show larvae density as a series of ranges expressed as 0-14, 15-20, and 20+ per dip. Representative samples from each breeding site must be collected and identified as to Genus and Species whenever practical. Resulting data will be used in determining larvicide and adulticide needs as well as in evaluation of said treatments.

#### (B) Mosquito Adults

Surveillance for adult mosquitoes will be conducted primarily through the use of standard mosquito light traps and landing nets. A minimum of twenty (20) such traps will be operated three (3) times each week during the mosquito breeding season. A landing net will also be taken at each site. This schedule may be reduced or suspended during periods of low temperatures provided the Contractor gives prior notice to the Parish. Light trap collections will be identified and reported as to the number of mosquitoes of each pest species collected per light trap per collection night.

Landing nets will be recorded in minutes/hours and identified to species. In addition to the current methods of collecting mosquitoes for testing of virus activity, sentinel chicken flocks shall be utilized, along with samples of both insects and bird blood for testing during the period of April through October.

### 3.00 Mosquito Surveillance

Polymers Chain Reaction (PCR) technology may be used for the detection of mosquito borne encephalitis. The Contractor shall provide all equipment, supplies, personnel, and other items necessary to conduct this program. Samples will be taken weekly and tested; at a minimum, during the period of June through September and may be expanded if conditions warrant. Samples shall be taken from areas representative of the Parish's various subdivisions.

Upon authorization by the Parish President, Contractor agrees to conduct Expanded Mosquito Surveillance Protocol as per Exhibit C (attached). The Parish President reserves the right to cancel said approval at any time during the contract.

NOTE: The description of level and adult inspection/surveillance techniques provided herein is not intended to exclude additional techniques, rather it is intended to represent minimal efforts required.

### 3.01 Chemical Control

#### (A) Adult Mosquito Control

Application of chemicals for adult mosquito control must be made by vehicle mounted Ultra Low Volume (ULV) sprayers, hand-held sprayers and electric foggers, and/or aerosol equipped for ULV spraying.

Vehicle mounted ULV sprayers must be equipped with a flow control system that is used in conjunction with radar ground speed sensors to adjust flow rate to vehicle speed with a minimum of three pre-programmed rates. Additionally, the spray vehicle must be equipped with a map and tracking system to report time, location, speed and direction of the vehicle, as well as indicating when the sprayer was actively spraying and when it was not spraying.

The exact size of the acreage to be sprayed for control of adult mosquitoes must be determined by the extent and duration of the mosquito problem encountered, and the necessity to reduce their population to an acceptable level; however, a minimum of two hundred fifty thousand (250,000) square miles of roadway will be sprayed each calendar year. Pesticides used are limited to those approved by Federal and State authorities, and must be applied in accordance with label directions.

Aerial application of insecticides for the control of adult mosquitoes must be made on a minimum of twenty thousand (20,000) acres annually. The aircraft used must be multi-engine design, and equipped to deliver DDT or insecticide at Ultra Low Volume rates and must all FAA regulations for low level operations over populated areas.

#### (B) Larval Mosquito Control

Whenever practical, breeding sites found positive for mosquito larvae must be sprayed with pesticides approved for such use by Federal and State authorities. Application must be made using power or hand operated equipment suitable for the chemical being applied, and in a manner consistent with label recommendations. A minimum of ten million square feet (10,000,000 sq. ft.) of turbine water must be sprayed each calendar year.

As in the case of adult mosquito control, the exact amount of larvicide will be determined by the mosquito problem encountered. However, minimums described above must be met unless unusual low mosquito populations prevail. Should such conditions arise, a reduction in the amount of area sprayed will be allowed only at the discretion of St. Charles Parish provided sufficient evidence is presented by the Contractor to justify said reduction, and provided that St. Charles Parish is in agreement with said reduction.

Upon authorization by the Parish President, Contractor agrees to conduct Expanded Transmission Suppression Protocol, as per Exhibit F (attached).

**2.02 Biological Control** - Natural control must be enhanced through the use of mosquito predator fish, Gambusia affinis, where appropriate. These may be used in natural and man-made water holding areas. In addition, the fish must be made available to St. Charles Parish residents upon request, at no charge. Residents may use these fish in decorative ponds, and swimming pools during the Fall/Winter months.

In areas where the use of mosquito fish is not advisable, but where larvicide is practical, application of a naturally occurring bacteria, BT, and other biological agents are encouraged to be used.

**2.04 Public Education Program** - The Contractor shall establish and conduct a Public Education Program, with special emphasis toward area schools, along with public information releases explaining the causes of mosquito breeding and what residents can do to eliminate mosquito breeding sites.

## 3.00 OPERATIONS

**3.01 Contractor To Make Examination** - The Contractor shall make his own examination, investigation and research regarding the proper method of doing the work, all conditions affecting the work to be done, the labor, equipment, sites, facilities and materials needed thereon, and the quantity of the work to be performed.

The Contractor assumes the risk of all conditions known or unknown and agrees to continue the work without additional compensation, under whatever circumstances which may develop other than as herein provided.

**3.02 Governmental Approvals** - Before the Parish will accept any proposal on the contract, the Parish's Office will be provided with copies of any agreements, permits or approvals from any governmental agencies having jurisdiction over the operation of the Contractor's business.

The Contractor shall comply with all local police, health, sanitary and other regulations imposed by public bodies having jurisdiction during the term of this contract.

### 3.03 Holidays - The following shall be holidays for purposes of this Contract:

New Year's Day  
 Martin Luther King Day  
 Independence Day  
 Labor Day  
 Thanksgiving Day  
 Christmas Day

Contractor may decide to observe any or all of the above mentioned holidays by suspension of services on the holiday.

**3.04 Complaints** - All complaints shall be made directly to the Contractor and shall be given prompt and courteous attention. All complaints received must be responded to within 48 hours.

It shall be the duty of the Contractor to take whatever steps may be necessary to remedy the cause of the complaint and notify the Parish of its disposition within twenty-four (24) hours after receipt of the complaint by the Contractor. The Parish shall provide to the Contractor a list of complaints received by the Parish each day. The Contractor may obtain this list from the Parish each day either by telephone, fax and/or personal visit to the Parish.

The Contractor shall provide the Parish with a full explanation of the disposition of any complaint involving a customer's claim of damage to private property as the result of actions of Contractor's employees or agents.

**3.05 Transport Equipment** - The Contractor shall provide an adequate number of vehicles for mosquito control services. All vehicles and other equipment shall be kept in good repair, clean appearance and in sanitary condition, acceptable to the Parish, at all times. Each vehicle shall have clearly visible on each side the identity and telephone number of the Contractor.

(a) Prior to the starting date of the Contract, the Contractor shall submit to the Parish an inventory of each truck to be used, including but not limited to type of truck, type of equipment contained therein, and the Unit number.

The same above data should be submitted on any truck that may be used as a substitute.

In the event of equipment breakdown, it shall be repaired promptly if the equipment can not be repaired promptly, sufficient equipment shall be obtained to properly complete.

The Contractor shall properly protect equipment and place it in the charge of competent operators at all times.

The trucks and movable equipment to be used for this contract shall be marked with numbers 50 \_\_\_\_\_ that are different for each truck.

The numbers shall be shown clearly on each of the four sides of every truck. Each individual digit of the number shall be at least 3 inches high and 2 inches wide and shall be clearly readable. Each truck must be equipped with either a two-way radio or a cellular phone to ensure communications with the Company dispatcher.

Spray vehicle must be equipped with a map and tracking system to report time, location, speed and direction of the vehicle as well as indicating when the sprayer was actively spraying and when it was not spraying.

Parish monitor is to be supplied with a radio or cell phone number so he can be in direct contact with the spray truck drivers.

#### (b) Calibration

Each vehicle is to be properly calibrated and droplet size is to be determined on a regular basis. Proof of calibration and droplet size is to be submitted to the monitor on a monthly basis.

Monitor shall be allowed to make unannounced inspections on vehicles. Chemical samples may be taken for analysis.

**3.06 Office** - The Contractor shall maintain an office in such other facilities through which he can be contacted by a local telephone number, by residents of all areas of the Parish. The facilities shall be equipped with sufficient telephones and shall have a responsible person in charge from 9:00 a.m. to 5:00 p.m. on Monday through Friday, excluding holidays defined herein.

If there is an excessive mosquito hatch, spray operations will be extended to weekends, if necessary.

**3.07 Point of Contact** - All meetings, contacts, etc., between the Contractor and the Parish shall be directed by the Contractor to the Parish President's designated agent and by the Parish to the Contractor's manager.

#### 3.08 Reporting - Contractor shall submit the following reports:

- (a) Contractor will submit a daily adjuvante log sheet to contract monitor before 4:00 p.m. This sheet will be used to be treated that night. At this time, contractor will also submit a daily adjuvante sheet for the previous night's spraying which includes area treated, formulation and amount of chemical used, application rate, adjuvant readings, truck speed, truck number and date of spraying.

Contractor will also contact the Contract Monitor the following weekday morning to report areas completed the night before.

- (b) Contractor shall submit a weekly report which shall include larvicide counts, light trap counts, landing rates, and complaints.
- (c) Contractor shall submit a monthly report of activities to which adjuvante and larvicide activities, mosquito hatch results, light trap findings, and complaint data. Report must be received by the contract monitor no later than the 3<sup>rd</sup> Monday of the month.

1. Adjuvante Report  
List total acres or areas treated  
Type and amount of chemical used including application formulation (i.e., Premature CR 1.22)  
Total number of acres treated.
2. Larvicide Report  
List type of area treated (i.e., marsh, urban, woodland, roadside ditch)  
List total acres of each type of area treated  
List total miles of roadside ditches treated  
Type, formulation, rate and amount of chemicals and biologicals used.

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3. Light Trap/Landing Rate Report  
List monthly total for each light trap  
Include location, species and counts  
List monthly landing rate counts. Include location, species and counts.
4. Inspection  
List by type: marsh, urban, roadside ditches, woodland  
List number of sites inspected for each type site, species found at each and average dip counts
5. Mosquito Report  
List area mosquitoes collected from  
List mosquito species collected from each site
6. Public Education  
List all schools visited and number of students contacted.  
Attach a copy of all articles published, newsletters, newspaper, etc.
7. Complaints  
List all complaints received by Parish and Contractor. List areas, total complaints, results, i.e., landing rate counts, severity and species.  
List action taken.

- (d) Annual Report  
Report on all of the above categories

- (e) The contractor shall submit a monthly report of the actual short-term used, by chemical name and amount used, to the Contract Monitor. This information shall be considered confidential proprietary information and shall not be made a part of the public record.

#### 4.00 COMPLIANCE WITH LAWS

The Contractor shall conduct operations under this Contract in compliance with all applicable laws; provided, however, that the General Specifications shall govern the obligations of the Contractor where there exists conflicting ordinances of the Parish or the subject.

#### 5.00 EFFECTIVE DATE

This Contract shall be effective January 1, 2007.

This is a multi-year contract. The continuation of this Contract beyond the present fiscal year of the Parish of St. Charles is contingent upon the availability of funds to fulfill the requirements of the Contract. In the event the Contract is terminated because sufficient monies to provide for continuation of the Contract are not available, the Parish agrees to enter into a joint and reasonable termination cost agreement, with the understanding that the Contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated, except that, upon mutual agreement between the Contractor and the Parish, the Contract may be re-negotiated to provide for altered services by the Contractor, within the time of available funds.

#### 6.00 NONDISCRIMINATION

The Contractor shall not discriminate against any person because of race, sex, age, creed, color, religion or national origin.

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#### 7.00 INDEMNITY

The Contractor will indemnify, save harmless, and exonerate the Parish, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, penalties, fines, and attorney's fees incident to any work done in performance of this Contract arising out of a willful or negligent act or omission of the Contractor, its officers, agents, servants, and employees, or subcontractors provided, however, that the Contractor shall not be liable for any suits, actions, legal proceedings, claims, demands, costs, expenses, and attorney's fees arising out of a willful or negligent act or omission of the Parish and its officers, agents, servants and employees.

#### 8.00 LICENSES AND TAXES

The Contractor shall obtain all licenses and permits (other than the license and permit granted by the Contract) and promptly pay all taxes required by the Parish and State.

#### 9.00 TERM

The Contract shall be for five (5) years beginning January 1, 2007, and ending December 31, 2011. Upon written mutual agreement between the Parish and the Contractor, this Contract may be extended, by ordinance of the Parish Council, for an additional five (5) year period, conditional upon the approval of a dedicated funding source for Mosquito Control Services.

#### 10.00 INSURANCE

The Contractor shall at all times during the Contract maintain in full force and effect Employer's Liability, Workmen's Compensation, Public Liability and Property Damage Insurance, including contractual liability coverage for the provisions of Section 6.00. All insurance shall be by insurers and for policy limits acceptable to the Parish and before commencement of work hereunder the Contractor agrees to furnish the Parish certificates of insurance or other evidence satisfactory to the Parish to the effect that such insurance has been procured and is in force. The certificates shall contain the following express obligation:

"This is to certify that the policies of insurance described herein have been issued to the insured for whom this certificate is executed and are in force at this time. In the event of cancellation or material change in a policy affecting the certificate holder, forty (40) days prior written notice will be given the certificate holder."

Furthermore, the Parish shall be named as an additional insured on these policies.

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

Coverages	Minimum Limits
Workmen's Compensation	Statutory
Employer's Liability	\$ 1,000,000
Public Liability	\$ 1,000,000 each occurrence
Property Damage Liability	\$ 1,000,000 each occurrence

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Property Damage Liability Except Automobile	\$ 1,000,000 each occurrence
Automobile Bodily Injury Liability	\$ 1,000,000 each occurrence
Automobile Property Damage Liability	\$ 1,000,000 each occurrence
Excess Umbrella Liability	\$ 5,000,000 each occurrence

#### 11.00 BOND

##### 11.01 Performance Bond

- (a) The Contractor will be required to furnish a corporate surety bond as security for the performance of this Contract. Said surety bond must be in the amount of 10% of the annual value of the Contract.
- (b) Premium for the bond described above shall be paid by the Contractor. A certificate from the surety showing that the bond premiums are paid in full shall accompany the bond.
- (c) The surety on the bond shall be a duly authorized corporate surety company authorized to do business in the State of Louisiana with a minimum of an A- or better bond rating in accordance with A.M. Best Rating Classification.

**11.02 Agent of Attorney** - Attorneys-in-fact who sign performance bonds or contract bonds must file with each one a certified and effectively dated copy of their power of attorney.

#### 12.00 BASIS AND METHOD OF PAYMENT

**12.01 Basis** - For Mosquito Control Services required to be performed pursuant to this contract, the charges for the first year shall be the lump sum rates as listed by this Contract, payable in twelve monthly installments, and any additional compensation in accordance with Section 12.02.

The annual compensation payable to the Contractor for the second and subsequent years of the term hereof shall be adjusted upward or downward to reflect changes in the cost of doing business, as measured by fluctuations in the Consumer Price Index (CPI), applicable to the New Orleans - Baton Rouge area, published by the United States Department of Labor, Bureau of Labor Statistics. Said adjustment shall be equal to the net percentage change in the CPI or five (5) percent, whichever is less.

##### 12.02 Additional Compensation

- (a) The Contractor is entitled to additional compensation with prior written approval of the Parish if events occur that require increased effort and associated cost beyond the normal scope of this Contract (i.e., hurricanes, flooding, man-made contamination, mosquito borne disease, etc.).
- The additional compensation will be determined by using the following cost criteria:

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- (1) Actual cost of additional chemicals utilized, plus 15% of chemical cost, unless provided by the Parish.

- (2) Actual overtime cost not to exceed 1 1/2 times of base pay paid to contractor's employees, plus 3 times said overtime unit.

In order to determine the above cost, the Contractor will make available for inspection all accounting records and other financial information to the Parish.

Rates may also be modified when additional areas or types of services to the Parish are required to be provided over and above the scope outlined in these specifications. These rates will be determined by negotiations between the Contractor and St. Charles Parish.

- (3) Actual cost of additional staff hired, on a limited time basis, plus 3 times said cost.

- (4) The Parish may request and be provided with an audit, performed by an independent Certified Accountant, acceptable to the Parish, of actual expenses as pertaining to this Contract to validate any request for additional compensation that in the Parish's opinion appears to be unusual; said audit to be at the expense of the Contractor. Such audit shall be furnished to the Parish prior to any additional payment made by the Parish as requested by the Contractor. The Parish must request the audit within thirty (30) days of notification of any request for additional compensation. The Parish may require or request an audit for the annual contract rate noted in the contract proposal at the Parish's expense.

- (5) Upon authorization by the Parish President of Expanded Mosquito Surveillance Protocol, as provided in 2.21(c), the Contractor shall be compensated a total fee of \$15,000.00 per eight month surveillance period and shall be provided for any period of a lesser time. The cost shall be billed on a monthly basis, during expanded surveillance, at a rate of \$1,875.00 per month as a separate line item on the bill. The Parish President reserves the right to cancel said approval at any time during the contract.

- (6) Upon authorization by the Parish President of Expanded Mosquito Surveillance as provided in Section 2.21(c), and only after completing the minimum control requirements for each week the Contractor shall be compensated as follows:

Larviciding - Actual cost of additional chemicals utilized, plus 15% of chemical cost, unless provided by the Parish. A report is to be provided with the billing that details the amount of pesticide applied, the timeline of the application, and the date of the application.

Truck Mounted Adult Mosquito Spraying - \$1,500.00 per truck assignment which includes all labor, chemicals, equipment, and material. A report is to be attached to any billings to the Parish that details the date and time of the truck assignment, the zone sprayed, the pesticide used, the driver's name, amount of pesticide used and the application rate and the boundaries of the areas sprayed if it is less than an entire zone.

Aerial Adult Mosquito Spraying - Contractor shall charge the Parish \$2,250.00 per acre which includes all labor, chemicals, equipment, and materials for every acre of the Parish that is sprayed by plane with approved pesticides. The aerial spraying shall be confirmed with an aerial spray record confirmation report that records the spray time and application rate of the plane along with the name of the chemical used. Additionally the plane's flight path during the spraying shall be recorded with a global positioning system and a report is to be generated from this device that details the location that the plane while the pesticide is being applied.

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Additional Labor - Actual cost of additional labor utilized, plus 15% of direct labor cost. Contractor shall not bill the Parish for the regular hours worked by any permanent or full time employees of the company. A report shall be generated and attached to any billings to the Parish for the items that include the name of the employee, the dates and times of their work on this event and the description of the duties they performed. This report will apply to any machine hours that the additional labor works as well.

(1) Contractor must give each separate mosquito borne disease outbreak or natural disaster a separate "Event Number" which can be used by the PARISH or other government agencies to track and verify the costs associated with each separate mosquito borne disease outbreak or natural disaster. All reports and/or invoices associated with each separate mosquito borne disease outbreak or natural disaster must include this event number.

(2) Contractor shall keep separate records for all work associated with a mosquito borne disease outbreak or natural disaster. These records shall include, but not be limited to, all labor, including activity, auditing, aerial spraying, maintenance work, complaint resolution, clerical work, inspections, education, surveillance, testing, etc. These records shall be made available for inspection by the PARISH or its representative and shall be used for the purpose of generating the invoices for this work.

(3) The CONTRACTOR further agrees to provide the PARISH with back-up information to support all expenditures above and beyond the normal requirements of the original contract as previously amended unless it is deemed proprietary business information in which case the contractor shall make the information available to the Parish for review at the contractor's primary place of business in St. Charles Parish.

**12.00 Contractor's Billing to Parish** - The Contractor shall bill the Parish for services rendered within ten (10) days following the end of the month and the Parish shall pay the Contractor on or before the 20th day following the end of each month. Such billing and payment shall be based on 1/12 of the annual contract rate set forth in the Contract Documents plus any approved additional compensation. The Contractor's bill shall have attached a monthly report of all activities completed, complaints received and their disposition for the billing period.

#### 13.00 TRANSFERABILITY OF CONTRACT

No Assignment of the Contract or any right accruing under this Contract shall be made in whole or in part by the Contractor without the express written consent of the Parish Council. In the event of any assignment, the assignee shall assume the liability of the Contractor. The assignment shall include the sale of more than 25% of the ownership of the Contractor.

#### 14.00 BREACH OF SERVICE

As a breach of the service provided by this contract would cause serious and substantial damages to the Parish and its occupants, and the nature of this contract would render it impractical or extremely difficult to fix the actual damages sustained by the Parish by such breach, it is agreed that in case of breach of service sustained by the Parish, the amount set forth below, such sums being agreed as the amount which the Parish will be damaged by the breach of such service. The decision to seek such remedies shall not be construed as a waiver of any legal remedies the Parish may have as to any subsequent breach of service under this contract.

- (a) Supervisor employed without a verification - \$100.00 per day fine for every day employed.
- (b) Failure to perform duties on required holidays (i.e. surveillance work) - \$100.00 per violation.

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- (c) Failure to submit reports as specified - \$100.00 per day fine, per report, for each day that report is late.

- (d) Failure to satisfactorily resolve citizens' complaints within two week days - \$100.00 per violation.

Such liquidated damages to the Parish President shall elect to collect will be deducted from the monthly payments due the Contractor.

If the Contractor fails to provide the mosquito control services required by this agreement for a period in excess of two (2) consecutive scheduled working days, other than times of civil disturbance or an Act of God beyond anyone's control, the Parish may take the following actions:

- (a) Employ such means as it may deem advisable and appropriate to continue work until such matter is resolved and the Contractor is again able to carry out his operations under this contract.

- (b) Deduct any and all spending expenses incurred by the Parish from any money then due or to become due the Contractor, offset the amount due, either from the Contractor or surety in both and also to assess a fee on all properties of the Contractor.

- (c) If the Contractor is unable, for any reason, to resume performance at the end of three (3) days, all liability of the Parish to the Contractor under this agreement shall cease and the Parish shall be free to negotiate with other Contractors for the provision of said mosquito control services under the same terms provided below for bankruptcy, default, or breach of contract. Such actions shall not release the Contractor herein of his liability to the Parish for such breach of agreement.

- (d) In the event the Contractor shall be adjudged bankrupt, either by voluntary or involuntary proceedings, then this contract shall immediately terminate and in no event shall this contract be, or be treated as, an asset of the Contractor after adjudication of bankruptcy. If Contractor shall be proven insolvent, or fail in business, this contract may be terminated at the option of the Parish.

- (e) All terms, conditions and specifications of the contract are considered material and failure to perform any part of the contract shall be considered a breach of contract. Should Contractor fail to perform any of his contractual obligations the Parish may at its option terminate the contract ten (10) days after written notification to the Contractor to remedy the violation within said time.

- (f) In the event of termination of the contract for breach, insolvency, default or application for bankruptcy as specified above, the Parish shall have the right to forthwith take possession of all of the Contractor's equipment, facilities and records used in performance of this contract.

- (1) The Parish shall have the right to retain possession of said equipment, facilities, and records until other such items can be acquired by the Parish for operation of the system or another Contractor is engaged to perform the service.

- (2) The Parish shall have the right at its option to purchase Contractor's equipment and facilities at the depreciated fair market value thereof.

- (3) The Parish shall pay Contractor the reasonable rental value of such equipment and facilities during the same time that it is used by the Parish should the Parish elect not to purchase. Liability of the Parish to the Contractor during this period shall be that of below for fire, ordinary wear and tear specifically exempt from such liability.

- (4) Should it become necessary for the Parish to employ an attorney to enforce the provisions of this Contract, the Contractor shall be responsible for the payment of reasonable attorney fees.

In the event that it shall become impossible or unlawful for the Contractor to continue the performance of this contract by reason of an Act of God, an act of the Legislature hereinafter passed, or by an act of the Parish Council or by reason of change in the Charter of the Parish or by reason of final order by a court of record in proceedings, not instituted by or superseded in by the Contractor, directly or indirectly, and not due to any act or negligence upon the Contractor, the Contractor shall not be liable for damages for consequences arising solely out of such impossibility.

#### 15.00 BIDDING PREFERENCE

Contractors are required to give preference in bidding to St. Charles Parish residents.

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## EXPANDED ENCEPHALITIS SURVEILLANCE PROTOCOL (EXHIBIT E)

Contractor shall provide surveillance for the mosquito borne viruses of St. Louis Encephalitis (SLE) and West Nile (WN). It is understood and agreed that no representation or warranty of any kind is made by Contractor that it can prevent mosquitoes carrying any and/or all mosquito borne viruses or that any such virus carrying mosquitoes will be kept out of St. Charles Parish and/or that Contractor's services will eradicate such mosquitoes carrying any and/or all such viruses. However, lessons learned concerning the potential virality of an encephalitis virus confirms an increase in surveillance and an active proactive attitude. We have, therefore, taken steps and beyond that already in place in an attempt to monitor the risk of virus transmission and prevent infection in humans. It must be recognized that, since all of these viruses enter a geographic area via infected birds, it is impossible to completely avoid their arrival. Also, as noted by the Center for Disease Control (CDC), "Given the limited understanding of the ecology and epidemiology of the WN virus in the U.S., the sporadic nature of the occurrence of arboviral encephalitis, and the limitations of prevention methods, it is expected that prevention and control measures, no matter how intensive, cannot prevent all WN virus infections in humans." \* Much of what is expressed by CDC regarding WN is directly applicable to SLE as indicated by their statement, "...epidemiologically, clinically, and in terms of prevention and control methods, the differences between these two viruses generally are subtle and largely academic." \*

The plan submitted herein is in keeping with long standing virus-monitoring efforts and contains provisions for a multi-level approach to surveillance of suspected vectors. The plan was submitted to and acknowledged by the Louisiana Department of Health and Hospitals (LDH) as being a very thorough and effective means of surveillance for mosquito borne diseases in this area. Since SLE and WN are the two viruses likely to cause the greatest problems, particular attention will be paid to the prime vector, Culex quinquefasciatus (the Southern House Mosquito) and the potential vector, Aedes albopictus (the Asian Tiger). (The term "vector" for the purpose of this document shall reference the Southern House Mosquito and the Asian Tiger). While the Asian Tiger has been shown to be an efficient vector of WN in the laboratory, it has not been implicated in an actual transmission in nature. Nevertheless, both mosquito species will be targeted by this plan. Surveillance is divided into three major categories: Inspection, Sampling, and Efficacy Testing and will begin the first day of March and end the last day of October each year unless otherwise noted. This surveillance period represents an increase of four months over the original contract program.

Since the plan involves the testing of both blood and mosquito samples, it is necessary that the parties acknowledge that the Louisiana Department of Veterinary Diagnostic Laboratory (VDL) in Baton Rouge, Louisiana is the sole laboratory within the State of Louisiana which is able to provide analysis of these samples. Due to the limitation of service providers for the testing of the blood and mosquito samples, Contractor shall not be able to St. Charles Parish and/or any other party as a result of.

1. Failure of the VDL to timely and/or fully and/or to give notification to Contractor of the results of any and/or all blood and/or mosquito samples sent to its laboratory for testing;
2. The negligent act(s) and/or failure(s) of the VDL to properly analyze any and/or all of the blood and/or mosquito samples as to the testing for encephalitis. It is specifically understood and agreed that Contractor shall have no obligation to verify and/or substantiate the testing procedures used by the VDL and/or to verify any of its results.

The parties acknowledge that the VDL is a state facility that provides the evaluation of the blood samples of the Sentinel Flocks and/or mosquito samples at no cost to Contractor and/or the St. Charles Parish. However, in the event that any such charge and/or fee becomes a condition for the evaluation of said samples, then in such event, any and/or all such charges and/or fees shall be borne by St. Charles Parish which shall pay such charges and/or fees directly to the VDL and/or such other processing agency.

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in the event that VDL, ceases to provide blood sample and/or mosquito evaluation, it shall be the responsibility of St. Charles Parish to locate another entity to provide these services. St. Charles Parish shall, also, seek, protect, defend, and hold Contractor harmless for any and/or claims and/or fees and/or interests and/or payment of such charges and/or fees for blood and/or mosquito samples submitted to the VDL, on behalf of St. Charles Parish by Contractor. Contractor will, however, continue to collect mosquito samples to provide quantitative data on the vector mosquito population.

Contractor shall prior to submitting any blood samples and/or mosquito samples to the VDL, or any other laboratory for evaluation advise St. Charles Parish in writing of any fee for and/or charge associated with each evaluation. St. Charles Parish shall have five working days from the date of written notice of the intended fee and/or charge to advise Contractor in writing whether or not the Parish agrees to pay such additional fee and/or charges. In the event Contractor does not receive a response within the aforesaid time period from the Parish, it shall be conclusively deemed by the parties that the St. Charles Parish desires to incur such additional charges. The Parish reserves the right to identify a resource other than VDL to perform the evaluation of the blood and/or mosquito samples of WN and SLE.

## I. INSPECTION

1. Southern House Mosquito Inspection: Work will center on habitats typical of the insect including: septic, machine clothes, catch basins, and surface containers.
  - A. Septic Roadside Ditches: Septic roadside ditches will be inspected monthly or as frequently as necessary throughout the mosquito season to locate specific ditch sites that are actively breeding.
  - B. Catch Basins: While open grate basins are relatively easy to inspect, rising each grate is impractical for sampling; therefore, any such basin containing water will be considered to be positive for mosquito breeding when they are visited with one to five loads of a Gravid and/or CDC trap location that indicates a critical vector mosquito level.

The area and frequency of inspection of storm water catch basins will be determined by the adult vector population as indicated by Gravid and CDC traps. Said efforts will be initiated when the adult vector population reaches the Critical Level of: 1) 50 Southern House Mosquitoes or 25 Asian Tigers collected by a Gravid Trap in a 12 to 24 hour trapping period, or 2) 100 Southern House Mosquitoes or 50 Asian Tigers collected by a CDC Trap in a 12 to 24 hour trapping period. These are the population levels considered critical by the Center for Disease Control. (Note: The critical levels noted for Gravid Trap collections apply only when the attractant used is May Infusion mixed with horse manure. When the attractant is a mixture of water and fish oil, the critical level doubles.)

- C. Artificial Containers: Sanitation enacted around the home and workplace by residents is the only solution to the control of container breeding mosquitoes. We shall assist the help of residents by distributing pamphlets through local vehicles, door-to-door on individual homes and other means of communication in response to a confirmed case of a mosquito borne disease in a human, sentinel flock or mosquito.

## 2. Asian Tiger Inspection

The natural breeding site for an Asian Tiger is a tree hole, however the species has adapted to breeding in any type of container. Experience has shown that conventional inspection methods are marginally in locating larvae. Therefore, the work will center on a survey for adult Asian Tigers using Gravid Traps and Sentinel Flocks.

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## II. SAMPLING

1. Gravid Trap: The Gravid Trap is a sampling device designed to attract female mosquitoes that have already laid a blood meal. Contractor will use seven Gravid Traps to schedule twenty-eight collections each month. Trapped specimens will be frozen, separated according to species, and forwarded to the VDL for testing.

2. CDC Trap: This Trap performs the same basic functions as does the Gravid Trap except it attracts mosquitoes that are seeking a blood meal as well as those that are searching for an oviposition site. Four CDC Traps will be spaced to schedule sixteen collections each month. Resulting specimens will be processed in the same manner as those collected by Gravid Traps.

3. Sentinel Flock: The use of sentinel flocks is the time-honored method of encephalitis surveillance. A total of fourteen flocks will be employed in St. Charles Parish with each flock consisting of one to three birds. Blood samples will be extracted weekly from selected flocks and tested from April through October. Depending upon the condition of the sentinel birds and the schedule of the state laboratory, specimen collections may be delayed. When a Sentinel Flock has been determined to be positive for an encephalitis virus, Contractor will suspend further sampling of the particular flock for the balance of the season.

## III. EFFICACY TESTING

Efficacy testing will be performed by making pre and post spray evaluations of the free vector mosquito populations through the use of Gravid Traps. Additionally, tests will be conducted using laboratory reared or field captured adult vector mosquitoes placed in cages and subjected to ectoparasite testing techniques that generate a susceptibility base line as a reference point for further testing.

\* Expanded Centers for Disease Control and Prevention Guidelines for Surveillance, Prevention, and Control, West Nile Virus in Humans, April 2001.

\*\* Quoted by Dr. H. Savage of CDC while making recommendations for the control of SLE in Louisiana Parish, Louisiana 2001.

## EXPANDED TRANSMISSION SUPPRESSION PROTOCOL (EXHIBIT F)

Upon Contractor being notified by the Louisiana Department of Health and Hospitals (LDH) and/or the Louisiana Department of Veterinary Diagnostic Laboratory (VDL) and/or the Louisiana Department of Epidemiology in other responsible state agency that a person within St. Charles Parish has been diagnosed with mosquito borne encephalitis and there is likelihood that this person contracted such while within said area, or notification has been given of a mosquito sample submitted by Contractor is positive for encephalitis, or notification that a blood specimen collected by Contractor from a Sentinel Flock in the referenced area. Contractor will notify officials in Administration of the confirmation and upon authorization by the Parish President shall enact a Transmission Suppression plan in accordance with the protocol outlined herein.

- 1) In the absence of conflicting information, the home of the infected person, trapping site, or truck location will serve as the epicenter from which inspection, sampling, and control efforts will radiate.
- 2) Personnel will be assigned to inspect the immediate area surrounding the epicenter and to continue outward for an approximate one to five city block area depending upon the geographic location, the topography, and the surrounding conditions. The purpose of the search will be to locate vector mosquito (the Southern House Mosquito and/or the Asian Tiger) breeding sites. Once located, the larvae will be addressed by releasing Mosquito Fish, if that is feasible, or treating with larvicides, if that is feasible.
- 3) While the exact address of the infected person, trapping site, or sentinel flock location will not be divulged, residents in the area will be made aware that there is a heightened potential for encephalitis infection in their neighborhood and that personal protection and yard sanitation is required. This will be done by distributing informative literature within a one to five city block radius of the epicenter.
- 4) Gravid traps and/or CDC Traps will be used to sample the adult mosquito population in a one to five city block area radiating from the epicenter. The number of mosquitoes collected will serve to quantify the adult population and provide specimens to be submitted to the VDL.
- 5) During the evening hours, truck mounted sprayers will be assigned to several Spray Zones radiating from the epicenter in an effort to reduce the vector population below the critical level as noted in Exhibit A. The efficacy of this operation will be determined through the use of Gravid and/or CDC Traps. Specimens collected will be submitted to the VDL for testing. If the reduction is not accomplished after three nights of truck spraying, aerial spraying will be used to supplement the ground spraying efforts.

St. Charles Parish recognizes that it is not possible for Contractor to warrant or guarantee that by utilizing the surveillance and/or the mosquito control services delineated herein for Contractor to eradicate any and/or all mosquitoes which may come within the parish and/or which are bred within the parish and which carry one or more virus, and/or other mosquito transmitted diseases which may be injurious to the health of one or more residents of St. Charles Parish and/or any persons temporarily within the parish and/or any animal in the parish. Accordingly, Contractor, and any of its employees and/or agents and/or members and/or insureds and/or contractors, shall not be responsible and/or liable to St. Charles Parish and/or any one acting through the parish for any claims, and/or damages and/or liability and/or fees and/or penalties and/or costs of action seeking out of either testing and/or retesting from any and/or all viruses and/or diseases and/or illness which may be caused directly and/or indirectly and/or in conjunction with any other diseases and/or virus and/or immune deficiency associated with any person which is attributable in any fashion from the results of one or more mosquito bites, whether the effect from such bites is immediate and/or results from the cumulative effect of mosquito bites consumed over time.

**ADDENDUM  
NO. 1**  
**CONTRACT DOCUMENTS  
AND  
SPECIFICATIONS**  
**MOSQUITO CONTROL PROGRAM  
FOR  
ST. CHARLES PARISH  
LOUISIANA**  
Addendum Approved November 3, 2008  
by the St. Charles Parish Council  
Contract/Procurement and Administrative Committee  
Addendum Number November 3, 2008

**SECTION IV  
REQUEST FOR PROPOSALS - 2008**

Paragraph 2 is hereby amended to read as follows:

Proposals shall be submitted to and be on file with the Parish on or before Friday, November 17, 2008, 10:00 a.m. The envelope containing the Proposal must be sealed and clearly marked "Proposal for Mosquito Control Program".

**SECTION V**

**INSTRUCTIONS TO CONTRACTORS - 2008**

Number 1 is hereby amended to be revised to read as follows:

Proposals will be received at the Office of the Parish President and 1000 a.m., Friday, November 17, 2008, and publicly opened and read aloud in the Council Chambers of the Parish Courthouse, 1000 River Road, Metairie, Louisiana at 10:00 a.m. on the aforesaid date.

All other terms of the 2008 Contract Documents and Specifications shall remain as set forth.

This Addendum is hereby made a part of the 2008 Proposal Package.

*[Signature]*  
Mayor  
Chief Administrative Officer

Contractor hereby acknowledges receipt of the Addendum 1 dated November 3, 2008.

*[Signature]*  
St. Charles Mosquito Control, Inc.

**ADDENDUM  
NO. 1**  
**CONTRACT DOCUMENTS  
AND  
SPECIFICATIONS**  
**MOSQUITO CONTROL PROGRAM  
FOR  
ST. CHARLES PARISH  
LOUISIANA**  
Addendum Approved November 14, 2008  
by the St. Charles Parish Council  
Contract/Procurement and Administrative Committee  
Addendum Number November 14, 2008

**SECTION IV  
REQUEST FOR PROPOSALS - 2008**

Paragraph 2 is hereby amended to read as follows:

Proposals shall be submitted to and be on file with the Parish on or before Thursday, November 20, 2008, 10:00 a.m. The envelope containing the Proposal must be sealed and clearly marked "Proposal for Mosquito Control Program".

**SECTION V**

**INSTRUCTIONS TO CONTRACTORS - 2008**

Number 1 is hereby amended to be revised to read as follows:

Proposals will be received at the Office of the Parish President and 1000 a.m., Thursday, November 20, 2008, and publicly opened and read aloud in the Council Chambers of the Parish Courthouse, 1000 River Road, Metairie, Louisiana at 10:00 a.m. on the aforesaid date.

All other terms of the 2008 Contract Documents and Specifications shall remain as set forth.

This Addendum is hereby made a part of the 2008 Proposal Package.

*[Signature]*  
Mayor  
Chief Administrative Officer

Contractor hereby acknowledges receipt of the Addendum No. 1 dated November 14, 2008.

*[Signature]*  
Principal General Manager  
Mosquito Control, Inc.

**2013-0057**

**INTRODUCED BY: PAUL J. HOGAN, PE, COUNCILMAN, DISTRICT IV**  
**ORDINANCE NO. \_\_\_\_\_**

An ordinance to amend the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article I. In General, Section 2-12. Procedures for the procurement of architects and engineers, by removing Sub-section (b).

**WHEREAS**, on June 18, 2012, the St. Charles Parish Council approved Resolution No. 5921, requesting the Louisiana Attorney General's Office provide an opinion concerning the relative authority of the St. Charles Parish President and the St. Charles Parish Council, under the St. Charles Parish Home Rule Charter with regards to the selection of firms for professional services and the hiring of said firms for professional services; and,

**WHEREAS**, St. Charles Parish received Louisiana Attorney General's opinion #12-0133 on October 3, 2012; and,

**WHEREAS**, in accordance with Attorney General's opinion #12-0133, the provisions of the St. Charles Parish Code Section 2-12(b) that limits this authority of the President is invalid; and,

**WHEREAS**, opinion #12-0133 further concludes, therefore, that any part of the St. Charles Parish Code Section 2-12(b) that usurps the authority of the President is void.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the St. Charles Parish Code of Ordinances, Chapter 2, Administration, Article I. In General, Section 2-12. Procedures for the procurement of architects and engineers, be amended by removing Sub-section (b).

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

Amend Code - Chapter 2, Section 2-12, Procure Arch & Eng

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

**2013-0058****INTRODUCED BY: WENDY BENEDETTO, COUNCILWOMAN, DISTRICT III  
ORDINANCE NO. \_\_\_\_\_**

An ordinance of the Parish of St. Charles providing that the Code of Ordinances, Parish of St. Charles, be amended by revising Section 15-5, Motor Vehicles and Traffic, of said Code, to provide for the installation of **"KEEP OFF MEDIAN"** signs along the median of Ormond Boulevard, from Highway 61 (Airline Drive) to LA 48 (River Road) in Destrehan.

**WHEREAS,** vehicles parking on or driving into the median of Ormond Boulevard, Destrehan, from Highway 61 (Airline Drive) to LA 48 (River Road) can cause obstructed views for other vehicles and pedestrians while traveling in either direction; and,

**WHEREAS,** vehicles parking on or driving into the median is a nuisance to property owners and others in the neighborhood; and,

**WHEREAS,** vehicles parking on or driving into the median compromises the landscape value and integrity by causing aesthetic deterioration as well as impacting the growth of healthy grass and trees.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** Traffic control signs have been posted by the Department of Public Works since the adoption of Ordinance No. 82-10-9.

**SECTION II.** In accordance with Section 15-5, Motor Vehicles and Traffic, of the St. Charles Parish Code of Ordinances, the Department of Public Works is hereby authorized to order the erection, removal and location of such traffic control signs, signals, devices and markings as provided in the chapter or any amendments thereto.

**NOW, THEREFORE, WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL, DO HEREBY ORDAIN** that **"KEEP OFF MEDIAN"** signs be installed on the median along Ormond Boulevard, from Highway 61 (Airline Drive) to LA 48 (River Road) in Destrehan.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

KeepOffMedian-Ormond Boulevard

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

**2013-0064****INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF FINANCE)****ORDINANCE NO. \_\_\_\_\_**

An ordinance to amend the 2013 Consolidated Operating and Capital Budget to add revenues and associated expenses for Fund 001 – General Fund – District Court –Division C (001-400206), Planning and Zoning (001-400610), Coastal Zone Management (001-400611), General Government Buildings (001-400640), Retired Employees Group Insurance (001-400670), Emergency Operations Subsidiary (001-410711), Fund 105 – Road Lighting, Fund 113 – Recreation, Fund 310 – Westbank Hurricane Protection Levee, and Fund 313 LCDBG Public Facilities Construction Fund in the total amount of \$15,171,107 unexpended in 2012 for various projects and services.

**WHEREAS,** the 2013 St. Charles Parish Consolidated Operating and Capital Budget was adopted November 5, 2012 by Ordinance No. 12-11-1, and amended January 8, 2013 by Executive Order No. 13-01, and January 29, 2013 by Executive Order No. 13-02; and,

**WHEREAS,** the Council has taken under consideration the study of the amendment to the St. Charles Parish Consolidated Operating and Capital Budget for fiscal year 2013 as shown by the Revision Schedule.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That in accordance with the provisions of Article V, Sections D, E, and F of the St. Charles Parish Home Rule Charter and with the Louisiana Local Government Budget Act (R.S. 39:1301 et. seq.), the St. Charles Parish Council does hereby amend the 2013 St. Charles Parish Consolidated Operating and Capital Budget, as amended, as per "Exhibit A".

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_



# ST. CHARLES PARISH

## GOVERNMENTAL FUNDS

### CONSOLIDATED OPERATING AND CAPITAL BUDGET SUMMARY STATEMENT FISCAL YEAR ENDING DECEMBER 31, 2013

Description	Current Year				Upcoming Year	
	Original Budget	Last Adopted Budget	Actual Year-to-Date (as of June 30th)	Estimate Remaining for Year	Projected Actual Result at Year End	% Change: Last Adopted vs Projected Actual
<b>BEGINNING FUND BALANCE</b>	<b>56,945,698</b>	<b>73,643,292</b>			<b>80,138,562</b>	
<b>Prior Period Adjustment</b>						
<b>FUND BALANCE - RESTATED</b>	<b>56,945,698</b>	<b>73,643,292</b>			<b>80,138,562</b>	
<b>CURRENT YEAR REVENUES &amp; OTHER FINANCING SOURCES</b>	<b>96,544,890</b>	<b>102,934,311</b>	<b>47,980,061</b>	<b>54,239,093</b>	<b>102,219,154</b>	<b>-0.69%</b>
<b>TOTAL MEANS OF FINANCING</b>	<b>153,490,588</b>	<b>176,577,603</b>			<b>182,357,716</b>	
<b>EXPENDITURES &amp; OTHER FINANCING USES:</b>						
PERSONAL SERVICES	28,559,510	28,559,510	12,135,231	15,423,273	27,558,504	-3.50%
OPERATING SERVICES	13,807,806	13,515,312	4,363,032	10,137,812	14,500,844	7.29%
MATERIALS & SUPPLIES	5,291,692	5,292,312	2,028,510	3,744,927	5,773,437	9.09%
OTHER CHARGES	789,736	785,886	212,658	612,947	825,605	5.05%
DEBT SERVICE	3,788,617	3,788,617	2,957,953	644,814	3,602,767	-4.91%
CAPITAL OUTLAY	52,772,226	76,821,245	9,118,360	38,243,303	47,361,663	-38.35%
INTERGOVERNMENTAL	8,539,913	8,539,913	5,982,127	3,392,975	9,375,102	9.78%
TRANSFERS	17,701,314	17,701,314	772,514	5,066,597	5,839,111	-67.01%
<b>TOTAL</b>	<b>131,250,814</b>	<b>155,004,109</b>	<b>37,570,385</b>	<b>77,266,648</b>	<b>114,837,033</b>	
<b>NET CHANGE IN CURRENT REVENUES &amp; OTHER SOURCES OVER EXPENDITURES &amp; OTHER USES</b>	<b>(34,705,924)</b>	<b>(52,069,798)</b>			<b>(12,617,879)</b>	
<b>ENDING FUND BALANCE</b>	<b>22,239,774</b>	<b>21,573,494</b>			<b>67,520,683</b>	

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**CONSOLIDATED BUDGET SUMMARY**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
BEGINNING FUND BALANCE	61,002,045	6,518,638	67,520,683
REVENUE	104,887,091	8,531,385	113,418,476
TOTAL MEANS OF FINANCING	165,889,136	15,050,023	180,939,159
EXPENDITURES:			
PERSONAL SERVICES	30,373,421	1,000,000	31,373,421
OPERATING SERVICES	14,516,586	1,023,363	15,539,949
MATERIALS & SUPPLIES	6,063,818	-	6,063,818
OTHER CHARGES	781,836	-	781,836
DEBT SERVICE	3,497,504	-	3,497,504
CAPITAL OUTLAY	52,660,491	13,302,744	65,963,235
INTERGOVERNMENTAL	9,058,989	-	9,058,989
TRANSFERS	24,818,340	(155,000)	24,663,340
TOTAL EXPENDITURES	141,770,985	15,171,107	156,942,092
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	24,118,151	(121,084)	23,997,067

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**GENERAL FUND**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>BEGINNING FUND BALANCE</b>	<b>34,849,212</b>	<b>6,173,465</b>	<b>41,022,677</b>
<b>REVENUES</b>	<b>29,157,719</b>	<b>4,857,903</b>	<b>34,015,622</b>
<b>TOTAL MEANS OF FINANCING</b>	<b>64,006,931</b>	<b>11,031,368</b>	<b>75,038,299</b>
<b>EXPENDITURES:</b>			
PERSONAL SERVICES	14,694,096	1,000,000	15,694,096
OPERATING SERVICES	6,735,331	1,023,363	7,758,694
MATERIALS & SUPPLIES	1,044,606	-	1,044,606
OTHER CHARGES	617,061	-	617,061
DEBT SERVICE	3,500	-	3,500
CAPITAL OUTLAY	8,734,375	9,129,089	17,863,464
INTERGOVERNMENTAL	2,456,433	-	2,456,433
TRANSFERS	22,617,936	(155,000)	22,462,936
<b>TOTAL EXPENDITURES</b>	<b>56,903,338</b>	<b>10,997,452</b>	<b>67,900,790</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>7,103,593</b>	<b>33,916</b>	<b>7,137,509</b>

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
 February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**DISTRICT COURT - DIVISION C**  
**(001-400206)**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>EXPENDITURES:</b>			
PERSONAL SERVICES	191,880	-	191,880
OPERATING SERVICES:	67,808	-	67,808
MATERIALS & SUPPLIES	13,500	-	13,500
CAPITAL OUTLAY			
DC - Div C - Office Equipment	-	7,500	7,500
TOTAL CAPITAL OUTLAY	-	7,500	7,500
<b>TOTAL EXPENDITURES</b>	<b>273,188</b>	<b>7,500</b>	<b>280,688</b>

ST. CHARLES PARISH  
2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
February 8, 2013  
REVISION SCHEDULE SUMMARY  
PLANNING & ZONING  
(001-400610)

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
EXPENDITURES:			
PERSONAL SERVICES	1,190,350	-	1,190,350
OPERATING SERVICES:	651,829	75,750	727,579
MATERIALS & SUPPLIES	58,913	-	58,913
OTHER CHARGES	65,925	-	65,925
TOTAL CAPITAL OUTLAY	11,325	-	11,325
TOTAL EXPENDITURES	1,978,342	75,750	2,054,092



ST. CHARLES PARISH  
 2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
 February 8, 2013  
 REVISION SCHEDULE SUMMARY  
 COASTAL ZONE MANAGEMENT  
 (001-400611)

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>EXPENDITURES:</b>			
PERSONAL SERVICES	167,528	-	167,528
OPERATING SERVICES:	219,385	-	219,385
MATERIALS & SUPPLIES	5,900	-	5,900
OTHER CHARGES	5,200	-	5,200
CAPITAL OUTLAY			
CZM-Improvements other than Building	325,000	2,777,100	3,102,100
TOTAL CAPITAL OUTLAY	325,000	2,777,100	3,102,100
INTERGOVERNMENTAL	10,000	-	10,000
<b>TOTAL EXPENDITURES</b>	<b>733,013</b>	<b>2,777,100</b>	<b>3,510,113</b>

ST. CHARLES PARISH  
2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
February 8, 2013  
REVISION SCHEDULE SUMMARY  
COASTAL ZONE MANAGEMENT  
(001-400611)

CAPITAL OUTLAY:	AMOUNT	DETAILED DESCRIPTION	SUBTOTAL
Improvements other than Buildings	\$ 3,102,100	Wetland Watcher Park	

Grand Total Requested: \$ 3,102,100

ST. CHARLES PARISH  
2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
February 8, 2013  
REVISION SCHEDULE SUMMARY  
GENERAL GOVERNMENT BUILDING  
(001-400640)

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>EXPENDITURES:</b>			
PERSONAL SERVICES	993,350	-	993,350
OPERATING SERVICES	1,710,770	-	1,710,770
MATERIALS & SUPPLIES	206,200	-	206,200
OTHER CHARGES	7,000	-	7,000
<b>CAPITAL OUTLAY</b>			
Gen Govt - Acquisition of Buildings	-	-	-
Gen Govt - Improvements Other than Building	640,000	358,052	998,052
Gen Govt - Acquisition of Vehicles	-	-	-
Gen Govt - Building, Grounds & General Plant	5,650,000	3,295,919	8,945,919
Gen Govt - Heavy Movable Equipment	9,000	-	9,000
Gen Govt - Office Equipment	200,000	-	200,000
Gen Govt - Major Repairs	74,000	-	74,000
Gen Govt - Architectural/Engineering	555,000	84,991	639,991
Gen Govt - Other Fees	11,000	-	11,000
<b>TOTAL CAPITAL OUTLAY</b>	7,139,000	3,738,962	10,877,962
<b>TOTAL EXPENDITURES</b>	10,056,320	3,738,962	13,795,282

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**GENERAL GOVERNMENT BUILDING**  
**(001-400640)**

<b>CAPITAL OUTLAY:</b>	<b>AMOUNT</b>	<b>DETAILED DESCRIPTION</b>	<b>SUBTOTAL</b>
Improvements Other than Building	\$ 998,052	New Generator for 911 Center	\$ 50,000
		New Sign for P&Z, Legal, DMV, Econ Dev, Library	15,000
		Courthouse Replacement Windows & Doors	358,052
		Renovations of Courthouse Entrance	250,000
		Renovations of Council Chambers	75,000
		Scanning & Metal Detector Equipment for Courthouse Entrance	50,000
		P&Z Expansion (New Conference room, File & Break room)	50,000
		Replace/Repave Planning & Zoning parking lot	150,000
Buildings & Grounds	\$ 8,945,919	Courthouse Renovations of 3rd Floor (previously the jail)	\$ 5,500,000
		New Community Center	3,295,919
		Security System for Courthouse	100,000
		Security System for Community Center	20,000
		Commodity Storage Building for Community Service	30,000
Heavy Movable Equipment	\$ 9,000	Exmark Mower	\$ 9,000
Office Equipment	\$ 200,000	Pallet Racks & Metal Shelving for Record Storage Bldg	\$ 20,000
		Audio/Visual Equipment & Furniture for Community Center	180,000
Major Repairs	\$ 74,000	Repair/Renovate Assessor's Office	\$ 45,000
		Repair/Renovate Clerk of Court's Office	20,000
		Repair/Renovate Courthouse Lobby	9,000
Architectural/Engineering Fees	\$ 639,991	Renovate 3rd floor of Courthouse (previously the jail)	\$ 555,000
		New Community Center	84,991
Other Fees	\$ 11,000	Fees for Courthouse Renovations & Windows	\$ 11,000

**Grand Total Requested:** **\$ 10,877,962**

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
 February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**RETIRED EMPLOYEES GROUP INSURANCE**  
**(001-400670)**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>EXPENDITURES:</b>			
<b>PERSONAL SERVICES:</b>			
Retired Employees - Group Health Ins.	85,600	-	85,600
GASB 45 - Net Post-Employment Benefits	1,500,000	1,000,000	2,500,000
<b>TOTAL PERSONAL SERVICES</b>	<b>1,585,600</b>	<b>1,000,000</b>	<b>2,585,600</b>
<b>TOTAL EXPENDITURES</b>	<b>1,585,600</b>	<b>1,000,000</b>	<b>2,585,600</b>



**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**EMERGENCY PREPAREDNESS SUBSIDIARY**  
(001-410711)

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>EXPENDITURES:</b>			
PERSONAL SERVICES	45,325	-	45,325
OPERATING SERVICES			
Emerg Prep Sub - Ads, Dues & Subscriptions	2,275	-	2,275
Emerg Prep Sub - Printing	20,200	-	20,200
Emerg Prep Sub - Utilities - Electric	30,300	-	30,300
Emerg Prep Sub - Utilities - Gas	420	-	420
Emerg Prep Sub - Utilities - Water	3,600	-	3,600
Emerg Prep Sub - Telephone	19,210	-	19,210
Emerg Prep Sub - Rentals	600	-	600
Emerg Prep Sub - Maint. Of Property & Equipment	32,500	-	32,500
Emerg Prep Sub - Contractual Services	108,700	762,498	871,198
Emerg Prep Sub - Professional Services	7,500	185,115	192,615
Emerg Prep Sub - Property Insurance	21,090	-	21,090
Emerg Prep Sub - Automobile Insurance	2,125	-	2,125
Emerg Prep Sub - Employee Liability	3,140	-	3,140
Emerg Prep Sub - General Liability	18,165	-	18,165
TOTAL CAPITAL OUTLAY	269,825	947,613	1,217,438
MATERIALS & SUPPLIES	57,750	-	57,750
OTHER CHARGES	22,300	-	22,300
CAPITAL OUTLAY			
Emerg Prep Sub - Building, Grounds & General Plant	-	1,623,611	1,623,611
Emerg Prep Sub - Office Equipment	280,000	-	280,000
Emerg Prep Sub - Communication Equipment	285,000	816,701	1,101,701
Emerg Prep Sub - Architectural/Engineering	-	149,097	149,097
Emerg Prep Sub - Other Fees	-	16,118	16,118
TOTAL CAPITAL OUTLAY	565,000	2,605,527	3,170,527
<b>TOTAL EXPENDITURES</b>	<b>960,200</b>	<b>3,553,140</b>	<b>4,513,340</b>

ST. CHARLES PARISH  
 2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
 February 8, 2013  
 REVISION SCHEDULE SUMMARY  
 EMERGENCY PREPAREDNESS SUBSIDIARY  
 (001-410711)

CAPITAL OUTLAY:	AMOUNT	DETAILED DESCRIPTION	SUBTOTAL
Building, Grounds & General Plant	\$ 1,623,611	New Emergency Operation Center	
Office Equipment	\$ 280,000	New EOC Audio/Visual Equipment	\$ 150,000
		EOC Furnishings	120,000
		New Server	10,000
Communication Equipment	\$ 1,101,701	Higher Ground (Telephone Recording System)	\$ 35,000
		New EOC Telephones	100,000
		New Communication Tower	966,701
Architectural & Engineering Fees	\$ 149,097	New Emergency Operation Center	
Other Fees	\$ 16,118	New Emergency Operation Center - Inspection & Testing	

Grand Total Requested:

\$ 3,170,527
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**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
 February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**TRANSFERS**  
**(001-480000)**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>EXPENDITURES:</b>			
<b>TRANSFERS:</b>			
Transfer to WB Hurricane Protection Levee Cons.	1,878,376	-	1,878,376
Transfer to RSVP	220,000	-	220,000
Transfer to Recreation	2,960,560	(155,000)	2,805,560
Transfer to Solid Waste	50,000	-	50,000
Transfer to Wastewater	600,000	-	600,000
<b>TOTAL TRANSFERS</b>	<u>5,708,936</u>	<u>(155,000)</u>	<u>5,553,936</u>
<b>TOTAL EXPENDITURES</b>	<u>5,708,936</u>	<u>(155,000)</u>	<u>5,553,936</u>

ST. CHARLES PARISH  
2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
February 8, 2013  
REVISION SCHEDULE SUMMARY  
SPECIAL REVENUE FUNDS

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
BEGINNING FUND BALANCE	17,702,485	345,173	18,047,658
REVENUES	48,903,829	(16,300)	48,887,529
TOTAL MEANS OF FINANCING	66,606,314	328,873	66,935,187
EXPENDITURES:			
PERSONAL SERVICES	15,679,325	-	15,679,325
OPERATING SERVICES	7,780,050	-	7,780,050
MATERIALS & SUPPLIES	5,019,212	-	5,019,212
OTHER CHARGES	164,775	-	164,775
CAPITAL OUTLAY	20,671,048	483,873	21,154,921
INTERGOVERNMENTAL	6,490,056	-	6,490,056
TRANSFERS	2,195,090	-	2,195,090
TOTAL EXPENDITURES	57,999,556	483,873	58,483,429
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	8,606,758	(155,000)	8,451,758

ST. CHARLES PARISH  
2011 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
February 8, 2013  
REVISION SCHEDULE SUMMARY  
ROAD LIGHTING DISTRICT #1  
(Fund 105)

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
BEGINNING FUND BALANCE	<u>1,863,303</u>	<u>-</u>	<u>1,863,303</u>
REVENUES:			
Road Lighting Revenues	<u>1,549,000</u>	<u>-</u>	<u>1,549,000</u>
TOTAL REVENUES	<u>1,549,000</u>	<u>-</u>	<u>1,549,000</u>
TOTAL MEANS OF FINANCING	<u>3,412,303</u>	<u>-</u>	<u>3,412,303</u>
EXPENDITURES:			
PERSONAL SERVICES	54,535	-	54,535
OPERATING SERVICES	1,269,195	-	1,269,195
MATERIALS & SUPPLIES	50,280	-	50,280
OTHER CHARGES	2,000	-	2,000
CAPITAL OUTLAY			
Road Lighting - Imp Other than Bldg	195,000	155,000	350,000
Road Lighting - Major Repairs	80,000	-	80,000
Road Lighting - Architectural/Engineering	20,000	-	20,000
Road Lighting - Other Fees	<u>7,500</u>	<u>-</u>	<u>7,500</u>
TOTAL CAPITAL OUTLAY	<u>302,500</u>	<u>155,000</u>	<u>457,500</u>
INTERGOVERNMENTAL	58,000	-	58,000
TRANSFERS	<u>45,000</u>	<u>-</u>	<u>45,000</u>
TOTAL EXPENDITURES	<u>1,781,510</u>	<u>155,000</u>	<u>1,936,510</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>1,630,793</u>	<u>(155,000)</u>	<u>1,475,793</u>

ST. CHARLES PARISH  
 2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
 February 8, 2013  
 REVISION SCHEDULE SUMMARY  
 RECREATION  
 (Fund 113)

CAPITAL OUTLAY:	AMOUNT	DETAILED DESCRIPTION	SUBTOTAL
Improvement other than Bldgs	\$ 350,000	Street Light Installation	\$ 25,000
		Rathborne Park Development - Phase II	155,000
		Lighting at Montz Ball Field	60,000
		Lighting at 7-8 yr old Ball Field	35,000
		Replace light fixtures on Hale Boggs Bridge	75,000
Major Repairs	\$ 80,000	Other Miscellaneous	
Architectural/Engineering Fees	\$ 20,000	Engineering Fees for Lighting Projects	
Other Fees	\$ 7,500	Contract Recordation & Other Fees for Lighting Projects	
Grand Total Requested:	\$ 457,500		



**ST. CHARLES PARISH**  
**2011 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**RECREATION**  
**(Fund 113)**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>BEGINNING FUND BALANCE</b>	<u>987,954</u>	<u>345,173</u>	<u>1,333,127</u>
<b>REVENUES:</b>			
Recreation Revenues	6,290,260	(16,300)	6,273,960
<b>TOTAL REVENUES</b>	<u>6,290,260</u>	<u>(16,300)</u>	<u>6,273,960</u>
<b>TOTAL MEANS OF FINANCING</b>	<u>7,278,214</u>	<u>328,873</u>	<u>7,607,087</u>
<b>EXPENDITURES:</b>			
PERSONAL SERVICES	2,476,875	-	2,476,875
OPERATING SERVICES	487,505	-	487,505
MATERIALS & SUPPLIES	383,100	-	383,100
OTHER CHARGES	34,000	-	34,000
<b>CAPITAL OUTLAY</b>			
Recreation - Imp Other than Bldg	3,552,000	241,373	3,793,373
Recreation - Acquisition of Vehicles	100,000	-	100,000
Recreation - Recreational/Cultural	65,000	-	65,000
Recreation - Building, Grounds & Plant	20,000	-	20,000
Recreation - Architectural/Engineering	30,000	37,500	67,500
Recreation - Other Fees	10,000	50,000	60,000
<b>TOTAL CAPITAL OUTLAY</b>	<u>3,777,000</u>	<u>328,873</u>	<u>4,105,873</u>
INTERGOVERNMENTAL	116,300	-	116,300
<b>TOTAL EXPENDITURES</b>	<u>7,274,780</u>	<u>328,873</u>	<u>7,603,653</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<u>3,434</u>	<u>-</u>	<u>3,434</u>

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**RECREATION**  
**(Fund 113)**

<b>CAPITAL OUTLAY:</b>	<b>AMOUNT</b>	<b>DETAILED DESCRIPTION</b>	<b>SUBTOTAL</b>
Improvements Other than Building	\$ 3,793,373	Ashton Park Improvements (GF Transfer)	\$ 100,000
		Ashton Park Parking Lot (GF Transfer)	229,600
		Boutte Park - Basketball Court and Fences (GF Transfer)	15,000
		Montz Park Improvements	5,000
		Various Field & Playground Improvements	60,000
		Lights at WB Football/Soccer Field	50,000
		Ormond Park Improvements (GF Transfer)	861,000
		Rathborne Park Development - Phase II (GF Transfer)	257,500
		Recreation Storage Building (GF Transfer)	605,000
		Dow Field - Stand Covers	17,000
		Westbank Walking Path	62,000
		Westbank Boat Launch (GF Transfer)	510,000
		New Equipment for Westbank Bridge Park	50,000
		New Sarpy Park Improvements (GF Transfer)	60,000
		New Sarpy - Electrical Pavillion	6,000
		Water Spray Park (GF Transfer)	300,000
		Westbank Bike Path Levee Overlooking Parking lot (GF Transfer)	128,000
		St. Rose Park Improvements (GF Transfer)	100,000
		WB Bridge Park - Storage Facility	20,000
		Westbank Restroom & Concession Improvements	137,273
		Westbank Bridge Park - Field of Dreams upgrade	5,000
		Bethune Field Addition	15,000
		Spillway Park - Infrastructure Repairs	200,000
Acquisition of Motor Vehicles	\$ 100,000	Five (5) New Pick-up Trucks	\$ 100,000
		Unit# 302 (1999 Ford F250 with 98,190 miles)	
		Unit# 306 (2002 Ford F250 with 123,900 miles)	
		Unit# 307 (1999 Ford F350 with 98,276 miles)	
		Unit# 317 (1999 Ford Ext Cab with 109,754 miles)	
		Unit# 356 (Dodge 6400 with 114,840 miles)	
Recreational & Cultural	\$ 65,000	Seven (7) lawn mower tractors	\$ 50,000
		John Deer Field Maintenance Tractor (drag till & plow attach	15,000
Building, Grounds & Plant	\$ 20,000	New Sarpy Booster Club Storage Facility (GF Transfer)	\$ 20,000
Architecture & Engineering	\$ 67,500	Fees for:	
		DA Boat Launch	\$ 15,000
		Westbank Levee Parking lot	15,000
		Rathborne Park Development - Phase II	37,500
Other Fees	\$ 60,000	Other Miscellaneous Project Fees	\$ 10,000
		Rathborne Park Development - Phase II	50,000
<b>Grand Total Requested:</b>	<b>\$ 4,105,873</b>		

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
 February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**CAPITAL PROJECT FUNDS**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
BEGINNING FUND BALANCE	3,698,831	-	3,698,831
REVENUES	22,940,627	3,689,782	26,630,409
TOTAL MEANS OF FINANCING	26,639,458	3,689,782	30,329,240
EXPENDITURES:			
CAPITAL OUTLAY	23,255,068	3,689,782	26,944,850
TRANSFERS	2,500	-	2,500
TOTAL EXPENDITURES	23,257,568	3,689,782	26,947,350
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	3,381,890	-	3,381,890

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**WESTBANK HURRICANE PROTECTION LEVEE**  
**(Fund 310)**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>BEGINNING FUND BALANCE</b>	<b>2,153,225</b>	<b>-</b>	<b>2,153,225</b>
<b>REVENUES:</b>			
Office of Coastal Protection & Restoration	1,619,848	-	1,619,848
Facility Planning & Control	500,000	525,000	1,025,000
Dept of Transportation & Development	2,028,733	-	2,028,733
Interest Earnings	1,320	-	1,320
Transfer from General Fund	18,787,376	-	18,787,376
<b>TOTAL REVENUES</b>	<b>22,937,277</b>	<b>525,000</b>	<b>23,462,277</b>
<b>TOTAL MEANS OF FINANCING</b>	<b>25,090,502</b>	<b>525,000</b>	<b>25,615,502</b>
<b>EXPENDITURES:</b>			
<b>CAPITAL OUTLAY</b>			
Drainage - Improvements other than Bldgs	21,970,810	525,000	22,495,810
Drainage - Other Fees	709,258	-	709,258
<b>TOTAL CAPITAL OUTLAY</b>	<b>22,680,068</b>	<b>525,000</b>	<b>23,205,068</b>
<b>TOTAL EXPENDITURES</b>	<b>22,680,068</b>	<b>525,000</b>	<b>23,205,068</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>2,410,434</b>	<b>-</b>	<b>2,410,434</b>

ST. CHARLES PARISH  
2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
February 8, 2013  
REVISION SCHEDULE SUMMARY  
WESTBANK HURRICANE PROTECTION LEVEE  
(Fund 310)

CAPITAL OUTLAY:	AMOUNT	DETAILED DESCRIPTION	SUBTOTAL
Improvement other than Bldgs	\$ 22,495,810	Westbank Hurricane Protection Levee	
Other Fees	\$ 709,258	Westbank Hurricane Protection Levee	
Grand Total Requested:	\$ 23,205,068		

**ST. CHARLES PARISH**  
**2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET**  
 February 8, 2013  
**REVISION SCHEDULE SUMMARY**  
**LCDBG PUBLIC FACILITIES CONSTRUCTION**  
**(Fund 313)**

	PRESENT BUDGET SUMMARY	REVISION SUMMARY	REVISED BUDGET SUMMARY
<b>BEGINNING FUND BALANCE</b>	-	-	-
<b>REVENUES:</b>			
LCDBG Grant - Sewer	-	800,000	800,000
LCDBG Grant - Government Bldg	-	2,364,782	2,364,782
<b>TOTAL REVENUES</b>	-	3,164,782	3,164,782
<b>TOTAL MEANS OF FINANCING</b>	-	3,164,782	3,164,782
<b>EXPENDITURES:</b>			
<b>CAPITAL OUTLAY</b>			
LCDBG - Govt Bldg - Bldg, Grds & Mnt	-	2,330,164	2,330,164
LCDBG - Govt Bldg - Arch/Eng Fees	-	9,469	9,469
LCDBG - Govt Bldg - Other Fees	-	25,149	25,149
LCDBG - Sewer - Imp. Other than Bldg	-	800,000	800,000
<b>TOTAL CAPITAL OUTLAY</b>	-	3,164,782	3,164,782
<b>TOTAL EXPENDITURES</b>	-	3,164,782	3,164,782
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	-	-	-



ST. CHARLES PARISH  
 2012 CONSOLIDATED OPERATING AND CAPITAL BUDGET  
 February 8, 2013  
 REVISION SCHEDULE SUMMARY  
 LCDBG PUBLIC FACILITIES CONSTRUCTION  
 (Fund 313)

CAPITAL OUTLAY:	AMOUNT	DETAILED DESCRIPTION	SUBTOTAL
Govt Bldg - Bldg, Grds & Mnt	\$ 2,330,164	LCDBG Disaster Recovery Grant - Community Center	
Govt Bldg - Arch/Eng Fees	\$ 9,469	LCDBG Disaster Recovery Grant - Community Center	
Govt Bldg - Other Fees	\$ 25,149	LCDBG Disaster Recovery Grant - Community Center	
Sewer - Imp. Other than Bldg	\$ 800,000	Luling/Boutte Sewer Improvements	
 Grand Total Requested:	 \$ 3,164,782		

**2013-0065**

**INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF LEGAL SERVICES)**

**ORDINANCE NO.** \_\_\_\_\_

An ordinance to authorize the Parish President to make full and final settlement in the matter entitled **J. CALDARERA & COMPANY, INC VS. ST CHARLES PARISH and ASHBRIIT, INC** 29<sup>th</sup> Judicial District Court for the Parish of St. Charles, Number 67, 404, Division "D".

**WHEREAS**, the amount of \$3,500 is the amount of monies agreed to by the parties to finally settle this matter.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That the Parish President is hereby authorized to issue payment to J. Caldarera & Company, Inc., in the amount of \$3,500 for final compromise of all claims between and among the parties in connection with the above referenced litigation.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

And the ordinance was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

2013-0072

INTRODUCED BY: V.J. ST. PIERRE, JR., PARISH PRESIDENT  
(DEPARTMENT OF WASTEWATER)

RESOLUTION NO. \_\_\_\_\_

A resolution notifying the Louisiana Department of Environmental Quality that the St. Charles Parish Department of Wastewater has reviewed the Municipal Water Pollution Prevention Environmental Audit Report for **LA0073521 AI43357 - Hahnville Wastewater Treatment Plant**, and set forth the required action.

**WHEREAS**, the Louisiana Department of Environmental Quality Municipal Water Pollution Prevention Environmental Audit Report Program is designed to encourage municipal wastewater facilities to provide compliance maintenance prior to becoming noncompliant; and,

**WHEREAS**, it is necessary to submit the Environmental Audit to the Louisiana Department of Environmental Quality along with this resolution.

**NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE MEMBERS OF THE ST. CHARLES PARISH COUNCIL**, do hereby notify the Louisiana Department of Environmental Quality that the St. Charles Parish Department of Wastewater has reviewed the Municipal Water Pollution Prevention Environmental Audit Report and sets forth the following action necessary to maintain permit requirements contained in The Hahnville Wastewater Treatment Plant:

- a. The Department has a Capacity, Management, Operation and Maintenance (CMOM) Program in place, which consists of a continuous program of monitoring, smoke testing and upgrading of existing sewer collection lines. The Department also uses its TV camera equipment to inspect the gravity lines in the system.
- b. The Department has a preventive maintenance program. This program consists of upgrading and rehabilitation of manholes, collection lines and lift stations including control panels.
- c. Domestic waste from the communities/areas of Hahnville, Taft, Killona, Paradis, Bayou Gauche, Des Allemands, Parts of Boutte, and Parts of Luling is treated through the Hahnville Wastewater Treatment Plant.
- d. In accordance with the conditions of the LDEQ State Revolving Loan Fund, the Wastewater Department will continue to repair manholes and sewer collection system lines that are old and dilapidated to prevent excessive inflow and infiltration causing overflows, bypasses and permit violations.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

And the resolution was declared adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013, to become effective five (5) days after publication in the Official Journal.

WSTERNATRAUD-Hahn March 2013

CHAIRMAN: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DLVD/PARISH PRESIDENT: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: \_\_\_\_\_

RETD/SECRETARY: \_\_\_\_\_

AT: \_\_\_\_\_ RECD BY: \_\_\_\_\_

**LOUISIANA**  
MUNICIPAL WATER  
POLLUTION PREVENTION  
**MWPP**



<i>Facility Name:</i>	St. Charles Parish Council Hahnville Wastewater Treatment Plant
<i>LPDES Permit Number:</i>	LA 0073521
<i>Agency Interest (AI) Number:</i>	AI 43357
<i>Address:</i>	Post Office Box 302
	Hahnville, Louisiana 70057
<i>Parish:</i>	St. Charles
<i>(Person Completing Form) Name:</i>	Angela Troxler
<i>Title:</i>	Laboratory Coordinator
<i>Date Completed:</i>	February 26, 2013

Permit #: LA0073521

**PART 1: INFLUENT FLOW LOADINGS (all plants)**

A. List the average monthly volumetric flows and BOD loadings received at your facility during the last reporting year.

Column 1 Average Monthly Flow (million gallons per day, MGD)		Column 2 Average Monthly BOD5 Concentration (mg/l)		Column 3 Average Monthly BOD5 Loading (pounds per day, lb/day)
1.235	x	120	x 8.34 =	1,235
2.045	x	82	x 8.34 =	1,398
2.593	x	101	x 8.34 =	2,184
2.908	x	115	x 8.34 =	2,789
1.452	x	89	x 8.34 =	1,077
2.028	x	72	x 8.34 =	1,217
2.891	x	80	x 8.34 =	1,928
3.011	x	79	x 8.34 =	1,983
2.782	x	120	x 8.34 =	2,784
1.984	x	104	x 8.34 =	1,720
1.593	x	57	x 8.34 =	757
2.421	x	97	x 8.34 =	1,958

BOD loading = Average Monthly Flow (in MGD) x Average Monthly BOD concentration (in mg/l) x 8.34

B. List the design flow and design BOD loading for your facility in the blanks below. If you are not aware of these design quantities, refer to your Operation and Maintenance (O&M) Manual or contact your consulting engineer.

Design Flow, MGD:	<span style="border: 1px solid black; padding: 2px 10px;">2.30</span>	x 0.90 =	<span style="border: 1px solid black; padding: 2px 10px;">2.07</span>
Design BOD, lb/day:	<span style="border: 1px solid black; padding: 2px 10px;">2,945</span>	x 0.90 =	<span style="border: 1px solid black; padding: 2px 10px;">2,650.5</span>

Permit #: LA0073521

- C. How many months did the monthly flow (Column 1) to the wastewater treatment facility (WWTF) exceed 90% of design flow? Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	⑥	7	8	9	10	11	12
points	0	0	0	0	0	5	⑤	5	5	5	5	5	5

Write 0 or 5 in the C point total box  C Point Total

- D. How many months did the monthly flow (Column 1) to the WWTF exceed the design flow? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	⑥	7	8	9	10	11	12
points	0	5	5	10	10	15	①5	15	15	15	15	15	15

Write 0, 5, 10 or 15 in the D point total box  D Point Total

- E. How many months did the monthly BOD loading (Column 3) to the WWTF exceed 90% of the design loading? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	②	3	4	5	6	7	8	9	10	11	12
points	0	0	⑤	5	5	10	10	10	10	10	10	10	10

Write 0, 5, or 10 in the E point total box  E Point Total

- F. How many months did the monthly BOD loading (Column 3) to the WWTF exceed the design loading? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	①	1	2	3	4	5	6	7	8	9	10	11	12
points	①	10	20	30	40	50	50	50	50	50	50	50	50

Write 0, 10, 20, 30, 40 or 50 in the F point total box  F Point Total

- G. Add together each point total for C through F and place this sum in the box below at the right.

TOTAL POINT VALUE FOR PART 1:  (max = 80)

Also enter this value or 80, whichever is less, on the point calculation table on page 16.



Permit #: LA0073521

**PART 2: EFFLUENT QUALITY PLANT PERFORMANCE**

A. List the monthly average effluent BOD and TSS concentrations produced by your facility during the last reporting year.

Month	Column 1 Average Monthly BOD (mg/l)	Column 2 Average Monthly TSS (mg/l)
January 2012	3	3
February 2012	3	3
March 2012	2	3
April 2012	3	1
May 2012	2	1
June 2012	2	1
July 2012	2	2
August 2012	2	2
September 2012	1	2
October 2012	2	4
November 2012	3	3
December 2012	3	2

B. List the monthly average permit limits for your facility in the blanks below.

	Permit Limit		90% of Permit Limit
BOD, mg/l	30.0	x 0.90 =	27.0
TSS, mg/l	30.0	x 0.90 =	27.0

Permit #: **LA 0073521****C. Continuous Discharge to Surface Water.**

- i. How many months did the effluent BOD (Column 1) exceed 90% of the permit limits? Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	0	10	20	30	40	40	40	40	40	40	40	40

Write 0, 10, 20, 30 or 40 in the i point total box **0** i Point Total

- ii. How many months did the effluent BOD (Column 1) exceed permit limits? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	5	5	10	10	10	10	10	10	10	10	10	10

Write 0, 5, or 10 in the ii point total box **0** ii Point Total

- iii. How many months did the effluent TSS (Column 2) exceed 90% of the permit limits? Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	0	10	20	30	40	40	40	40	40	40	40	40

Write 0, 10, 20, 30 or 40 in the iii point total box **0** iii Point Total

- iv. How many months did the effluent TSS (Column 2) exceed permit limits? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	5	5	10	10	10	10	10	10	10	10	10	10

Write 0, 5, or 10 in the iv point total box **0** iv Point Total

- v. Add together each point total for i through iv and place this sum in the box below at the right.

**TOTAL POINT VALUE FOR PART 2:** **0** (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

Permit #: LA 0073521

## D. Other Monitoring and Limitations

- i. At any time in the past year was there an exceedance of a permit limit for other pollutants such as: ammonia-nitrogen, phosphorus, pH, total residual chlorine, or fecal coliform?

✓ Check one box.

☐

Yes

☒

No

*If Yes, Please describe:*

- ii. At any time in the past year was there a "failure" of a Biomonitoring (Whole Effluent Toxicity) test of the effluent?

✓ Check one box.

☐

Yes

☒

No

*If Yes, Please describe:*

- iii. At any time in the past year was there an exceedance of a permit limit for a toxic substance?

✓ Check one box.

☐

Yes

☒

No

*If Yes, Please describe:*

Permit #: LA 0073521

**PART 3: AGE OF THE WASTEWATER TREATMENT FACILITY**

- A. What year was the wastewater treatment facility constructed or last major expansion/improvements completed?

2000

Current Year - Answer to A = Age in years

2012

2000

12

Enter Age in Part C below.

- B. ☒ Check the type of treatment facility that is employed.

**FACTOR:**

<input checked="" type="checkbox"/>	Mechanical Treatment Plant (trickling filter, activated sludge, etc...) Specify Type: <u>Activated Sludge</u>	2.5
<input type="checkbox"/>	Aerated Lagoon	2.0
<input type="checkbox"/>	Stabilization Pond	1.5
<input type="checkbox"/>	Other Specify Type: _____	1.0

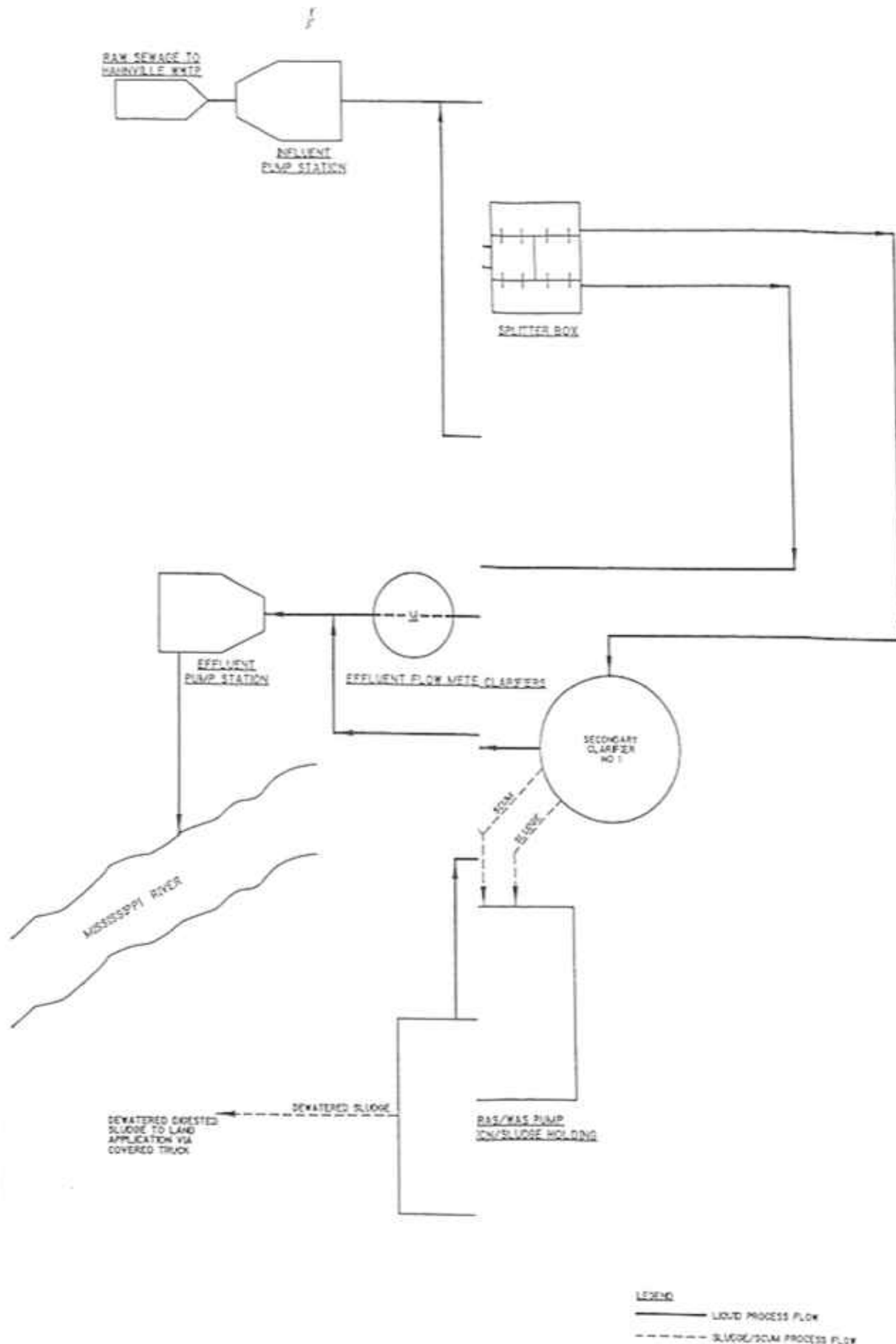
- C. Multiply the factor listed next to the type of facility your community employs by the age of your facility to determin the total point value for Part 3.

**TOTAL POINT VALUE FOR PART 3 =**

$$\frac{2.5}{\text{Factor}} \times \frac{12}{\text{Age}} = \boxed{30} \text{ (max = 50)}$$

Also enter this value or 50, whichever is less, on the point calculation table on page 16.

- D. Please attach a schematic of the treatment plant.



NOTE:  
THIS DRAWING WAS ORIGINALLY SUBMITTED UNDER  
CONTRACT BY CDM IN JULY 1987.

HAHNVILLE REGIONAL WASTEWATER TREATMENT PLANT  
HAHNVILLE, LOUISIANA

BMP PROCESS FLOW DIAGRAM

FIGURE

2-1

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**PART 4: OVERFLOWS AND BYPASSES****A.**

- i. List the number of times in the last year there was an overflow, bypass or unpermitted discharge of untreated or incompletely treated wastewater due to heavy rain:

28 ✓ Check one box. ☐ 0 = 0 points ☐ 3 = 15 points  
☐ 1 = 5 points ☐ 4 = 30 points  
☐ 2 = 10 points ☒ 5 or more = 50 points

- ii. List the number of bypasses, overflows or unpermitted discharges shown in A (i) that were within the collection system and the number at the treatment plant

Collection System: 23 Treatment Plant: 5

**B.**

- i. List the number of times in the last year there was an overflow, bypass or unpermitted discharge of untreated or incompletely treated wastewater due to equipment failure, either at the treatment plant or due to pumping problems in the collection system:

34 ✓ Check one box. ☐ 0 = 0 points ☐ 3 = 15 points  
☐ 1 = 5 points ☐ 4 = 30 points  
☐ 2 = 10 points ☒ 5 or more = 50 points

- ii. List the number of bypasses, overflows or unpermitted discharges shown in B (i) that were within the collection system and the number at the treatment plant

Collection System: 30 Treatment Plant: 4

- C. Specify whether the bypasses came from the city/village/town sewer system or from contract or tributary communities/sanitary districts, etc. ...

City Sewer System

- D. Add the point values checked for A and B and place the total in the box below.

**TOTAL POINT VALUE FOR PART 4:** 100 (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

- E. List the person responsible (name and title) for reporting overflows, bypasses or unpermitted discharges to State and Federal authorities:

L. J. Brady, Assistant Director of Wastewater

Describe the procedure for gathering, compiling and reporting:

Overflows, bypasses and unpermitted discharges are submitted by the operator and reported to the appropriate agencies (SPOC, DEQ and EPA).



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**PART 5: SLUDGE STORAGE AND DISPOSAL SITES**

**A. Sludge Storage**

How many months of sludge storage capacity does your facility have available, either on-site or off-site?

Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

<i>months</i>	<2	2	3	4-5	>6
<i>points</i>	50	30	20	10	0

Write 0, 10, 20, 30 or 40 in the A point total box 0 A Point Total

**B. For how many months does your facility have access to (and approval for) sufficient land disposal sites to provide proper land disposal?**

Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

<i>months</i>	<2	6-11	12-23	24-35	>36
<i>points</i>	50	30	20	10	0

Write 0, 10, 20, 30 or 40 in the B point total box 0 B Point Total

**C. Add together the A and B point values and place the sum in the box below at the right:**

**TOTAL POINT VALUE FOR PART 5:** 0 (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

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**PART 6: NEW DEVELOPMENT**

- A. Please provide the following information for the total of all sewer line extensions which were installed during the last year.

Design Population: 17,000  
 Design Flow: 2.3 MGD  
 Design BOD: 30-45 mg/l

- B. Has an industry (or other development) moved into the community or expanded production in the past year, such that either flow or pollutant loadings to the sewerage system were significantly increased (5% or greater)?

✓ Check one box. ☐ Yes = 15 points ☒ No = 0 points

*If Yes, Please describe:*

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List any new pollutants:

None

- C. Is there any development (industrial, commercial or residential) anticipated in the next 2-3 years, such that either flow or pollutant loadings to the sewerage system could significantly increase?

✓ Check one box. ☐ Yes = 15 points ☒ No = 0 points

*If Yes, Please describe:*

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List any new pollutants you anticipate:

None

- D. Add together the point value checked in B and C and place the sum in the box below.

TOTAL POINT VALUE FOR PART 6:  (max = 30)

Also enter this value or 30, whichever is less, on the point calculation table on page 16.

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**PART 7: OPERATOR CERTIFICATION AND EDUCATION**

- A. What was the name of the operator-in-charge for the reporting year?  
Name: Herman Cortez
- B. What is his or her certification number:  
Cert.#: 17-208
- C. What level of certification is the operator-in-charge required to have to operate the wastewater treatment facility?  
Level Required: IV
- D. What is the level of certification of the operator-in-charge?  
Level Certified: IV
- E. Was the operator-in-charge of the report year certified at least at the grade level required in order to operate this plant?  
 ✓ Check one box. ☒ Yes = 0 points ☐ No = 50 points  
 Write 0 or 50 in the E point total box  E Point Total
- F. Has the operator-in-charge maintained recertification requirements during the reporting year?  
 ✓ Check one box. ☒ Yes ☐ No
- G. How many hours of continuing education has the operator-in-charge completed over the last two calendar years?  
 ✓ Check one box. ☒ > 12 hours = 0 points ☐ < 12 hours = 50 points  
 Write 0 or 50 in the G point total box  G Point Total
- H. Is there a written policy regarding continuing education and training for wastewater treatment plant employees?  
 ✓ Check one box. ☒ Yes ☐ No  
 Explain: Training is outlined in the Department BMP, Plant Emergency Procedures, Plant O&M Manual, and the Safety Manual.
- I. What percentage of the continuing education expenses of the operator-in-charge were paid for:  
 By the permittee? 100% By the operator? 0%
- J. Add together the E and G point values and place the sum in the box below at the right.

TOTAL POINT VALUE FOR PART 7:  (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

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**PART 8. FINANCIAL STATUS**

A. Are User-Charge Revenues sufficient to cover operation and maintenance expenses?

✓ Check one box. ☒ Yes ☐ No *If No, How are O&M costs financed?*

At present time the User-Charge Revenues are sufficient to cover operation and maintenance expenses.

B. What financial resources do you have available to pay for your wastewater improvements and reconstruction needs?

Loans, grants and the general fund.

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**PART 2: SUBJECTIVE EVALUATION**

**A. Collection System Maintenance**

- i. Describe what sewer system maintenance work has been done in the last year.

Point repairs. Clean and camera lines.

- ii. Describe what lift station work has been done in the last year.

Pulled all pumps, inspected wet wells, control panels, and all valves concerning lift stations. Replace defective equipment as necessary. Replaced seven lift stations.

- iii. What collection system improvements does the community have under construction for the next 5 years?

Additional force mains. Upgrade 1 lift station. Rehabbing gravity lines in Luling area to reduce inflow and infiltration.

**B. If you have ponds please answer the following questions:**

✓ Check one box.

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| i. Do you have duckweed buildup in the ponds?                                       | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. Do you mow the dikes regularly (at least monthly), to the waters edge?          | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii. Do you have bushes or trees growing on the dikes or in the ponds?              | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iv. Do you have excess sludge buildup (> 1foot) on the bottom of any of your ponds? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| v. Do you excersise all of your valves?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| vi. Are your control manholes in good structural shape?                             | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| vii. Do you maintain at least 3 feet of freeboard in all of your ponds?             | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| viii. Do you visit your pond system at least weekly?                                | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

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C. Treatment Plants

i. Have the influent and effluent flow meters been calibrated in the last year?

☒ Yes ☐ No (✓ Check one box.)

6-8-12

*Influent flow meter calibration date(s)*

6-8-12

*Effluent flow meter calibration date(s)*

ii. What problems, if any, have been experienced over the last year that have threatened treatment?

None

iii. Is your community presently involved in formal planning for treatment facility upgrade?

✓ Check one box.

☐ Yes

☒ No

*If Yes, Please describe:*



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**D. Preventive Maintenance**

- i. Does your plant have a written plan for preventive maintenance on major equipment items?

✓ Check one box. ☒ Yes ☐ No *If Yes, Please describe:*

The Department's BMP as well as the manufactures manuals detailing PM and the Plant O&M Manual.

- ii. Does this preventive maintenance program depict frequency of intervals, types of lubrication and other preventive maintenance tasks necessary for each piece of equipment?

☒ Yes ☐ No

- iii. Are these preventive maintenance tasks, as well as equipment problems, being recorded and filed so future maintenance problems can be assured properly?

☒ Yes ☐ No

**E. Sewer Use Ordinance**

- i. Does your community have a sewer use ordinance that limits or prohibits the discharge of excessive conventional pollutants (BOD, TSS or pH) or toxic substances to the sewer system from industries, commercial users and residences?

✓ Check one box. ☒ Yes ☐ No *If Yes, Please describe:*

Ordinance 85-8-8 imposes BOD, TSS, pH, Oil and Grease, COD, and Metals limits on discharges. All limits correspond to average domestic strength domestic waste.

- ii. Has it been necessary to enforce?

✓ Check one box. ☒ Yes ☐ No *If Yes, Please describe:*

We require all comercial and industrial users to abide by these limits.

- iii. Any additional comments about your treatment plant or collection system? (Attach additional sheets if necessary.)

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POINT CALCULATION TABLE

	Actual Values	Maximum
Part 1: <i>Influent Flow/Loadings</i>	<u>25</u>	80 points
Part 2: <i>Effluent Quality / Plant Performance</i>	<u>0</u>	100 points
Part 3: <i>Age of WWTF</i>	<u>30</u>	50 points
Part 4: <i>Overflows and Bypasses</i>	<u>100</u>	100 points
Part 5: <i>Ultimate Disposition of Sludge</i>	<u>0</u>	100 points
Part 6: <i>New Development</i>	<u>0</u>	30 points
Part 7: <i>Operator Certification Training</i>	<u>0</u>	100 points

TOTAL POINTS:

155